

CITY OF NEW CARROLLTON



FY 2016

**ADOPTED
BUDGET**



June 15, 2015

Dear Residents:

The New Carrollton City Council worked closely with the Mayor and the Administration in reviewing the budget, making line item adjustments where we felt it was necessary, and finally accepting the Fiscal Year 2016 Budget. Again, the budget is more positive than in years past, with increased property assessments for all property owners. Due to the increase in value of property assessments, the Council thought it wise to continue adopting the Constant Yield Tax Rate, allowing for the lowering for the City's rate from \$0.7059 to \$0.6652, per \$100 in assessed value.

Items of interest to residents include:

- a) The real property tax rate maintains the constant yield rate at \$.6650 per \$100 of assessed value.
- b) Funding of approximately \$630,000 of capital items out of the city's fund balance.
- c) Contingency Reserve of \$130,000 and Operating Reserve of \$250,000.
- d) New positions adding two additional police first-class patrol positions, one full-time mechanic, and one full-time receptionist at Public Works.
- e) Use of Highway User Revenue and loan proceeds to facilitate over \$300,000 in street and sidewalk work.
- g) The implementation of an evening shift differential for the City police at an additional \$1.00 per hour.
- h) Qualifying the city police officers for overtime at 80 hours versus the federal permissible standard of 86 hours.
- i) Residents can expect to receive a decrease in their County real property taxes of \$.1164/ \$100 of assessed value through our county tax differential.

This budget reflects the best efforts of the Mayor, City Council, and the City's staff; and our residents will continue to receive the exceptional level of services that have afforded us our reputation as a great place to live.

Sincerely,


Richard J. Bechtold
Chair, City Council

CITY OF NEW CARROLLTON
FISCAL YEAR 2016
ADOPTED BUDGET
TABLE OF CONTENTS

MAYOR’S BUDGET MESSAGE.....	iii
INCOME AND APPROPRIATIONS.....	1
Income and Appropriations Summary	4
Fund Balance Summary	6
Revenues and Resources by Line Item	9
OTHER EXPENDITURES.....	21
Other Expenditures by Line Item	22
GENERAL GOVERNMENT	25
Mayor and Council	25
Expenditures by Line Item	26
Administration-General Management	31
Expenditures by Line Item	32
Economic Development	43
Expenditures by Line Item	44
Finance and Accounting	49
Expenditures by Line Item	50
Code Enforcement	57
Expenditures by Line Item	58
PUBLIC SAFETY.....	65
Public Safety-Police Administration	65
Expenditures by Line Item	66
Public Safety-Speed Cameras	73
Expenditures by Line Item	74
Public Safety-Police Patrol	81
Expenditures by Line Item	82
Public Safety-Police Parking and Animal Enforcement	89
Expenditures by Line Item	90
PUBLIC WORKS	97
Administration (P.W.)	97
Expenditures by Line Item	98
Highways	105
Expenditures by Line Item	106
Sanitation	113
Expenditures by Line Item	114
Parks and Recreation	121
Expenditures by Line Item	124

CITY OF NEW CARROLLTON
FISCAL YEAR 2016
PROPOSED BUDGET
TABLE OF CONTENTS

GENERAL – STATISTICAL & SUPPORT INFORMATION.....	131
Appendix A - Expenditures by Function, (10 years)	132
Appendix B - Revenues by Source, (10 years)	133
Appendix C - Assessed & Estimated Actual Value Taxable Property (10 years)	134
Appendix D - Property Tax Rates, All Governments (10 years)	135
Appendix E - Cost for Single Family Home for Services (10 years)	136
Appendix F - Per Capita Cost for City Services (10 years)	137
Appendix G - Expenditures by Category	138
Appendix H - Municipal Real Property Tax Rates	140
 SPECIAL TAXING DISTRICT BUDGET	 144
 CAPITAL BUDGET OUTLAY FY2016	 145
 ORDINANCE TO ADOPT THE BUDGET.....	 148



March 31, 2015

Honorable Chairwoman and Members of the City Council:

I hereby submit for your review and consideration my Proposed Fiscal Year 2016 City Budget. The City has a lot going for it as we approach the new fiscal year, such as our economic development initiative and the new staff position funded by the Community Development Block Grant (CDBG.) In January 2015, the City had its entire property base reassessed; the result is an increase in the assessed value, primarily due to the recovery of the County housing market.

Budgetary Trends

In preparing the FY 2016 proposed budget, my Administration reviewed all known and potential revenue sources. The FY 2016 Proposed Budget incorporates the new triennial State Department of Assessments and Taxation (SDAT) assessment cycle for the entire city. Real Property assessments increased by 6.1% from FY 2015, factoring in the homestead tax credit. However, as a result of fiscal projections at the County and State levels, the City is projecting no increase in income tax revenue.

With the increase in the assessment valuations, I am proposing a reduction in taxes for all property owners inside the City. I am also proposing, for FY 2016, a real property tax rate of \$0.68 (a reduction of 3.67 %), and a reduced Business Personal Property tax rate of \$0.75 (a reduction of 25 %.) I believe, as the City ramps up its economic development efforts, it is important to show businesses that we are truly doing everything we can to welcome them.

City property owners receive a tax differential on their Prince George's County tax rate, a reduction in the County rate for services provided by the City that the County is not required to perform. The tax differential is calculated annually by the County for all municipalities based on a complex formula, and is set at \$0.1164 for real property and \$0.2760 for personal property for fiscal year 2016.

This Year's Budget Opportunities

The City has modified the layout and the calculation method of its budget for FY 2016. The City now has a two fiscal year (audited) look back period, and an end of FY 2015 projection column. The purpose of this change was to eliminate the fiscal year projection column, which served no useful function. With the space saved, my administration decided to insert two previous fiscal years' audited figures (FY 2013 and FY 2014.)

My Administration's method for revenue and expenditure projections changed as well. We took the average of a three year look-back-period (e.g. FY 2012, 13, and 14) to predict what the FY 2016 budget figure might be based on the three year average. Thereafter, each department head was given the opportunity to adjust any line item depending on their judgment as to whether it needed to be raised or lowered.

FY 2016 Proposed Budget Highlights

With the increase in real estate assessments, and the reduction in both the real property and business personal property tax rates, the projected total revenues are \$9,141,307, which includes \$640,000 from the Capital Budget Appropriation. The Council should be aware that this money is allocated on an annual basis with no sustainable long-term financing plan or program in place. The FY 2016 operating revenues (excluding the allocation of reserves and appropriations) represent an increase of approximately \$185,368 (or 2%) over the FY 2015 adopted budget operating revenues. Projected highway user tax revenue is expected to increase slightly to \$182,140, as a result of what was allocated in the Governor's Proposed Budget for FY 2016. Other intergovernmental revenues are largely projected to remain flat.

Total General Fund expenditures of \$9,141,306 include the use of \$640,000 of the City's fund balance for Capital Projects. The total program expenditures have decreased over FY 2015 by three percent, due to the new budget calculation method.

After holding salaries flat for FY 2015, due to the lack of increased revenues, it is my pleasure to announce that my proposed budget includes a three percent (3%) Cost of Living Adjustment (COLA) for all City employees; well deserved after holding down expenses and managing through the Great Recession. Furthermore, I am proposing a shift differential for the Police Department at \$1.00/hour for those non-exempt police officers that work the shift from 6:00PM until 6:00AM; this shift differential will cost the city approximately \$7,500.

The City participates in a local government health cooperative along with other municipal and county governments. This cooperative provides the city better control over its health care expenses by implementing a quasi-self funded health insurance program. For FY 2016, the anticipated insurance rates for the City are to rise 17.7% or approximately \$130,000. To alleviate the cost to employees, I am proposing that the City incur the entire cost, and not pass it on to the employees. The City is continuing to implement a wellness program and educate its employees to help combat the rising premium costs.

For FY 2016, I am proposing to add new part-time and full-time positions to help enhance city services. In the Police Department, two full-time first-class patrol positions are being requested. This would take our number of sworn officers up to 20, maintaining the civilian staff at one (1) part-time and seven (7) full-time positions. The Public Works Department has requested the addition of one (1) full-time mechanic to help with preventative vehicle maintenance, and one (1) full-time office receptionist, as well as modifying the part-time Call-A-Bus Driver to full-time status.

As I previously mentioned, the proposed budget allocates \$640,000 in capital purchases, the capital items are listed by department, with a summary included on page 145 of the budget.

Finally, I would like to thank the City's staff, committees, and City Council for their budget input. I recommend that the City Council move favorably upon the attached budget document.

Sincerely,

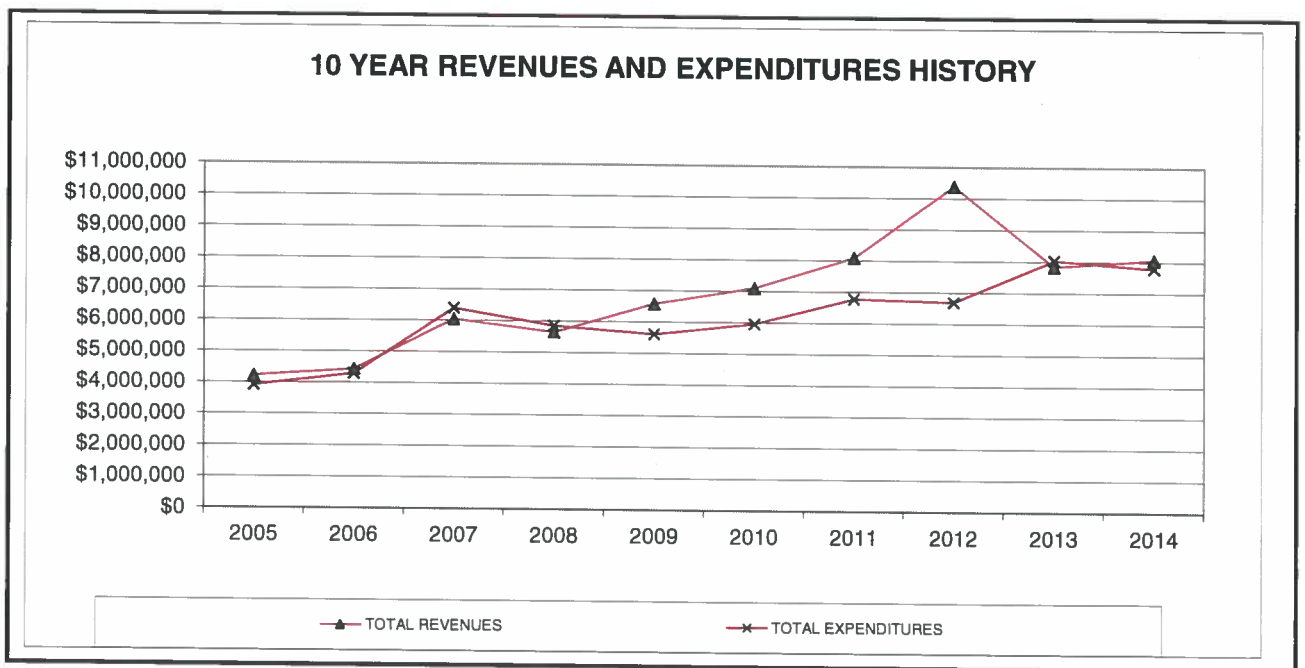


Andrew C. Hanko
Mayor

FY 2016 OPERATING BUDGET SUMMARY

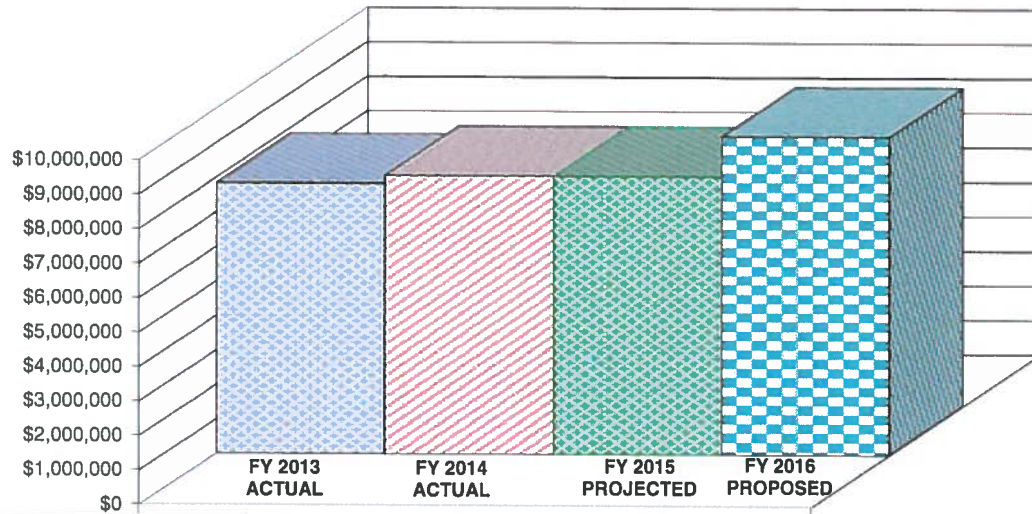
The following provides both a summary and detail for revenues, expenditures and fund balances. Included is a ten-year summary graph showing the City's revenue and expenditure history.

We have made several changes to our methods for budgeting revenues and expenses for the FY 16 fiscal year, which we believe will improve the accuracy of the forecasts and provide better financial information for analytical purposes. We have added a second year of actuals (FY 2013 and 2014) to all reports in the budget to give us a better perspective on prior financial history. In addition, we have added a new column to all financial tables entitled FY 2015 Projected, which is based on actual revenue and expenditure information for the current year, with projections for the remainder of the current year. Since we are more than halfway through the fiscal year, we believe that the analysis of two years of actuals plus the current year projection will provide a better baseline for our FY 2016 Budget estimates.

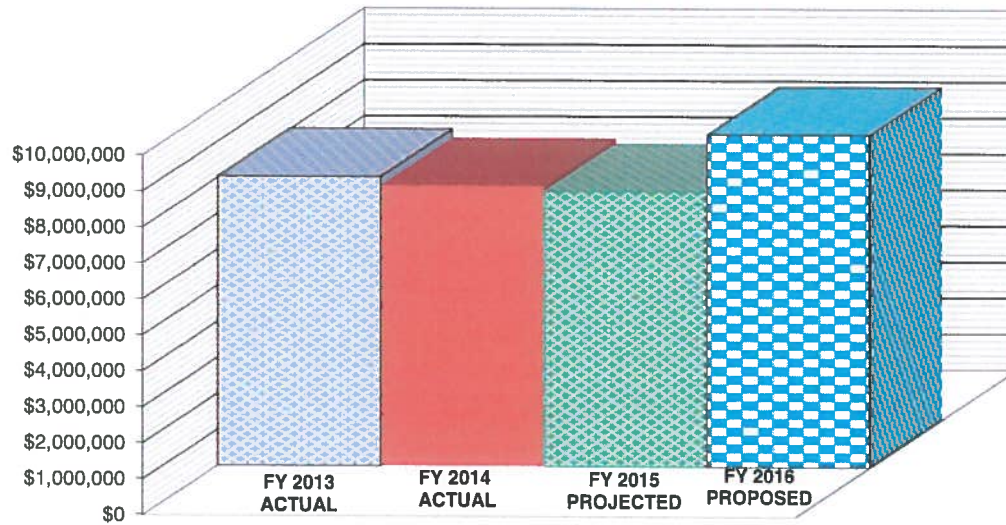




REVENUES AND RESOURCES



EXPENDITURES AND RESERVES



CITY OF NEW CARROLLTON, MARYLAND
FY 2016 BUDGET
Comparative Operating Budget Summary - General Fund

	FY 2013	FY 2014	(thru Amend 2)		BUDGET	
DESCRIPTION	ACTUAL	ACTUAL	FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>REVENUES AND RESOURCES</u>						
Real Property	\$4,529,206	\$4,610,128	\$4,621,132	\$4,649,222	\$4,759,596	3%
Personal Property & Utilities	399,838	341,124	397,000	397,253	405,753	2%
Interest & Penalties	4,366	13,307	9,370	9,370	9,370	0%
Business Taxes	1,453	1,515	1,500	1,500	1,500	0%
State Shared Taxes-Highway User Revenue	56,210	199,449	130,000	172,677	182,140	40%
State Shared Taxes - Income Taxes	851,999	869,426	816,562	816,562	816,562	0%
County Shared Taxes	106,958	103,752	107,487	107,487	103,487	-4%
TAX REVENUES	5,950,030	6,138,701	6,083,051	6,154,071	6,278,408	3%
Licenses and Permits	206,567	221,166	197,350	200,770	207,500	5%
Grants	157,154	330,769	349,226	293,313	188,984	-46%
Revenues from Other Agencies-Cable TV	108,955	110,539	97,000	97,000	105,000	8%
Service Fees & Charges	584,623	594,632	616,350	687,011	692,773	12%
Fines & Forfeitures	711,495	525,601	477,600	523,050	492,100	3%
Other Revenues	126,680	145,978	111,700	118,009	131,004	17%
OTHER REVENUES	1,895,474	1,928,685	1,849,226	1,919,153	1,817,361	-2%
OPERATING REVENUES	7,845,504	8,067,386	7,932,277	8,073,224	8,095,769	2%
Contingency Reserve			130,000		130,000	0%
Appropriated Fund Balances			1,142,980		870,860	-24%
Operating Reserve Carryover			250,000		139,447	-44%
RESERVES AND APPROPRIATIONS	0	0	1,522,980	0	1,140,307	-25%
TOTAL REVENUE AND RESOURCES	\$7,845,504	\$8,067,386	\$9,455,257	\$8,073,224	\$9,236,076	-2%

CITY OF NEW CARROLLTON, MARYLAND
FY 2016 BUDGET
Comparative Operating Budget Summary - General Fund

	FY 2013	FY 2014	(thru Amend 2)			BUDGET
DESCRIPTION	ACTUAL	ACTUAL	FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>EXPENDITURES AND RESERVES</u>						
General Government	\$1,037,933	\$1,284,889	\$1,391,909	\$1,173,493	\$1,275,500	-8%
Public Safety	1,680,982	1,787,515	2,076,810	1,928,329	2,168,241	4%
Public Works	1,589,349	1,657,321	1,934,804	1,668,197	2,049,373	6%
PERSONNEL COSTS	4,308,264	4,729,724	5,403,523	4,770,019	5,493,114	2%
General Government	574,060	636,219	772,280	647,091	747,059	-3%
Public Safety	303,809	328,403	415,909	331,025	353,769	-15%
Public Works	922,899	928,627	1,078,200	990,308	1,042,215	-3%
OPERATIONS COSTS	1,800,768	1,893,249	2,266,389	1,968,423	2,143,042	-5%
General Government	99,942	87,018	179,500	194,694	76,000	-58%
Public Safety	158,711	95,097	153,950	157,500	249,000	62%
Public Works	1,248,938	602,620	501,817	213,100	696,000	39%
CAPITAL COSTS	1,507,591	784,735	835,267	565,294	1,021,000	22%
PROGRAM EXPENDITURES	7,616,623	7,407,708	8,505,179	7,303,736	8,657,156	2%
Debt Service (Principal & Interest)	420,195	376,571	339,785	331,716	288,221	-15%
TOTAL DEBT SERVICE	420,195	376,571	339,785	331,716	288,221	-15%
Contingency Reserve Carryover			130,000		130,000	0%
Operating Reserve Carryover			250,000		150,000	-40%
Other Use of Appropriations		5,674	235,293	2,000	10,700	-95%
TOTAL USE OF APPROPRIATIONS	0	5,674	615,293	2,000	290,700	-53%
TOTAL EXPENDITURES AND RESERVES	8,036,818	7,789,953	9,460,257	7,637,452	9,236,077	-2%
Surplus (Deficit)	-\$191,314	\$277,433	-\$5,000	\$435,772	\$0	
Fund Balance, Beginning of Year	9,151,332	8,960,018		9,237,451	9,673,223	
Fund Balance, End of Year	\$8,960,018	\$9,237,451		\$9,673,223	\$9,673,222	

**FY 2016 BUDGET
FUND BALANCE SUMMARY
RESTRICTED AND ASSIGNED**

	AS OF 02/28/14	AS OF 02/28/15
DESCRIPTION		
RESTRICTED FUND BALANCE:		
Encumbrances	\$0	\$0
Weinbach Scholarship	47,852	47,867
Public Safety	217,657	155,449
Street Improvements	1,698,871	1,585,294
Designated for Cable TV Equipment	230,534	303,805
ASSIGNED FUND BALANCE:		
Designated for Accrued Vacation	190,639	178,180
Designated for Vehicles & Equipment	29,000	75,053
Designated for Operating Reserve	250,000	250,000
Designated for Global Signal Proceeds	477,287	477,435
Designated Contingency Reserve Carryover	130,000	130,000
Designated Operating Reserve-Real Property	468,500	468,500
Designated for NARD Incentive Fund	1,000,000	1,000,000
Designated for Appropriation	665,000	347,980
UNASSIGNED FUND BALANCE		
Undesignated, Unappropriated Fund Balance	3,559,677	4,227,887
TOTAL FUND BALANCE	\$8,965,017	\$9,247,449

FUND BALANCE EXPLANATIONS:

1. **RESTRICTED FUND BALANCE:** Restrictions and limitations imposed by governments, creditors and grantors.
2. **ASSIGNED FUND BALANCE:** Intended use is established by Management and approved by the Mayor and Council designated for that purpose or by the official designated for that purpose.
3. **UNASSIGNED FUND BALANCE:** This source of funds comes from the prior year's excess revenues over expenditures excluding the restricted and assigned fund balances. It can be used for any operating use in future with the approval of council.

WHERE FUNDS COME FROM FY 2016 BUDGET

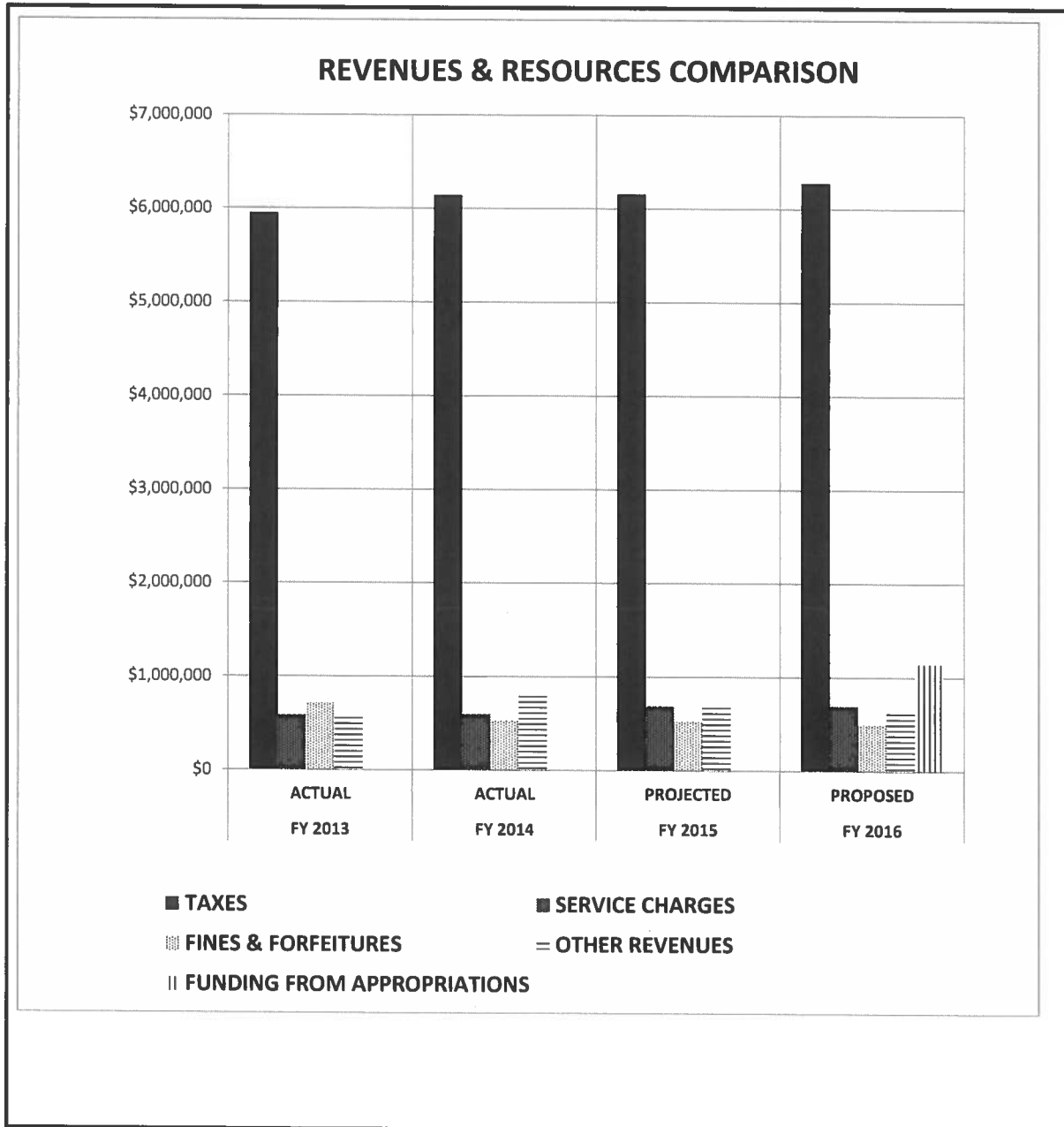
Real Estate	51.5%
Personal Property	4.4%
Interest & Penalties	0.1%
Business Taxes	0.0%
State Highway User Revenues	2.0%
State Income Taxes	8.8%
County Shared Taxes	1.1%
TOTAL TAXES	68.0%
Licenses & Permits	2.2%
Grants	2.0%
Revenues from Other Agencies - Cable TV	1.1%
Service Fees and Charges	7.5%
Fines & Forfeitures	5.3%
Other Revenues	1.4%
TOTAL OTHER REVENUES	19.7%
RESERVES AND APPROPRIATIONS	12.3%
TOTAL REVENUES	100.0%

WHERE FUNDS GO FY 2016 BUDGET

Mayor & Council	0.9%
General Government Administration	12.4%
Economic Development	0.8%
Finance & Accounting	3.1%
Code Enforcement	5.5%
TOTAL GENERAL GOVERNMENT	22.7%
Police Administration	9.8%
Police Special Operations	1.1%
Police Patrol	16.9%
Police Parking & Animal Control	2.2%
TOTAL POLICE	30.0%
Public Works Administration	11.9%
Public Works Highways	9.4%
Public Works Sanitation	13.0%
Public Works Parks & Recreation	6.7%
TOTAL PUBLIC WORKS	41.0%
Debt Service	3.1%
Other Expenditures	0.0%
TOTAL OTHER	3.1%
RESERVES & APPROPRIATIONS	3.1%
TOTAL EXPENDITURES & RESERVES	100.0%



FY 2016 BUDGET REVENUES AND RESOURCES



**FY 2016 BUDGET
REVENUE AND RESOURCES
TAXES, LICENSES AND PERMITS**

ACCOUNT		FY 2013	FY 2014	(thru Amend 2)		BUDGET	
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>GENERAL PROPERTY TAXES</u>							
01-1000-30100	Real Property	\$4,263,698	\$4,382,715	\$4,356,132	\$4,356,132	\$4,466,506	3%
01-1000-30150	Real Property - Public Safety	265,508	227,413	265,000	293,090	293,090	11%
01-1000-30200	Personal Property - Businesses	302,817	253,404	310,000	310,000	310,000	0%
01-1000-30250	Personal Property - Public Safety	48,819	38,411	40,000	40,000	40,000	0%
01-1000-30300	Property of Railroads & Public Utilities	48,202	49,309	47,000	47,253	55,753	19%
01-1000-30510	Penalties / Interest	4,366	13,307	9,370	9,370	9,370	0%
TOTAL GENERAL PROPERTY TAXES		4,933,410	4,964,559	5,027,502	5,055,845	5,174,719	3%
<u>STATE SHARED TAXES</u>							
01-1000-30650	Admissions & Amusements	1,453	1,515	1,500	1,500	1,500	0%
01-1000-31610	Highway User & Motor Vehicle Tax	56,210	199,449	130,000	172,677	182,140	40%
01-1000-31620	Income Taxes	851,999	869,426	816,562	816,562	816,562	0%
TOTAL STATE SHARED TAXES		909,662	1,070,390	948,062	990,739	1,000,202	5%
<u>COUNTY SHARED TAXES</u>							
01-1000-31630	P.G. County Disposal Fee Rebate	33,468	33,468	33,467	33,467	33,467	0%
01-1000-31650	Hotel / Motel Tax	73,471	70,265	74,000	74,000	70,000	-5%
01-1000-31700	Payment in Lieu of Bank Stocks	19	19	20	20	20	0%
TOTAL COUNTY SHARED TAXES		106,958	103,752	107,487	107,487	103,487	-4%
TOTAL TAXES		5,950,030	6,138,701	6,083,051	6,154,071	6,278,408	3%
<u>LICENSES AND PERMITS</u>							
01-1000-32100	State Traders & Peddlers	10,831	8,132	10,500	10,500	9,900	-6%
01-1000-32150	City Business License	10,100	18,500	10,100	12,300	12,300	22%
01-1000-32200	XFinity Franchise Fees	93,118	95,315	86,000	86,000	92,000	7%
01-1000-32210	Verizon Cable Franchise Fees	78,748	83,884	77,000	77,000	78,000	1%
01-1000-32310	Verizon Property Lease	6,960	8,280	7,200	7,200	7,800	8%
01-1000-32320	Cricket Communication Franchise Fees	4,800	4,800	4,800	4,800	4,800	0%
01-1000-32400	Building Permit Fees	2,010	2,255	1,750	2,970	2,700	54%
TOTAL LICENSES AND PERMITS		206,567	221,166	197,350	200,770	207,500	5%

**FY 2016 BUDGET
REVENUE AND RESOURCES
TAXES, LICENSES AND PERMITS**

GENERAL PROPERTY TAXES

- 01-1000-30100** **Real Property:** Levied upon the assessed value of all real estate within the City.
- 01-1000-30150** **Real Property - Public Safety Taxing District:** An additional real property tax assessed on designated Public Safety Districts as described in Ch. 105 (Taxation) of the New Carrollton City Code. The purpose is to enhance public safety services in those districts.
- 01-1000-30200** **Personal Property - Businesses:** Levied upon the assessed value of all furniture, fixtures, office equipment, inventory, stock, and personal business assets of incorporated and unincorporated businesses.
- 01-1000-30250** **Personal Property - Public Safety Taxing District:** An additional personal property tax assessed on designated Public Safety Districts as described in Ch. 105 (Taxation) of the New Carrollton City Code. The purpose is to enhance public safety services in those districts.
- 01-1000-30300** **Property of Railroads & Public Utilities:** Levied upon the inventory and domestic shares of railroads and public utilities within the City.
- 01-1000-30510** **Penalties / Interest:** Interest income from past due General Property Taxes.

STATE SHARED TAXES

- 01-1000-30650** **Admissions & Amusements:** Levied at a rate of 4.25% for swimming pools, 10% for motion picture theaters and coin-operated amusement devices, and 6% for all other entertainment, and on amusement activities for which an entrance fee is charged. Distribution is made quarterly.
- 01-1000-31610** **Highway User & Motor Vehicle Tax:** 17.5% of the tax receipts on motor fuel and vehicle registrations are distributed to the counties and municipalities. The County receives one-half in the same ratio that its road mileage bears to the total road mileage in the State, and one-half based on the ratio of vehicles in the County to the total number of vehicles in the state. The City then receives a percentage based on the ratio of mileage of City streets to the total mileage of all streets in the County, and also a percentage based on the ratio of vehicle

Revenues Continued

registrations in the City to the total vehicle registrations in the County. This year's revenue is based on 8,170 registered vehicles and 22.79 miles of roadway in the City of New Carrollton. Distribution is made monthly.

01-1000-31620 **Income Taxes:** The State Comptroller is required to annually certify the amount of the State Income Tax liability of the residents of each municipality and special taxing district and to return 8.5% of the total for each jurisdiction to the respective governments. Distribution is made quarterly.

COUNTY SHARED TAXES

01-1000-31630 **P.G. County Disposal Fee Rebate:** Prorated distribution to municipalities, based on the City's population, for the cost of Prince George's County's bulky trash collection service included in the landfill fees paid by the City.

01-1000-31650 **Hotel / Motel Tax:** This distribution equals 50% of the 5% room tax collected by Prince George's County on hotels located within the city.

01-1000-31700 **Payment in Lieu of Bank Stocks:** A tax on shares of stock of banks and finance corporations doing business in the State. When a financial institution subject to this tax was located in a municipality, the proceeds were divided between the county and municipality. This tax was discontinued as of July 1, 1968. The state, however, compensated the counties for their loss of revenue. The counties, in turn were required to make an annual grant to each municipality equal to the amount they received through the tax in the 1968 fiscal year. Distribution is on annual basis.

LICENSES AND PERMITS

01-1000-32100 **State Traders & Peddlers:** Receipts from license fees paid to the State by businesses operating within the City. Ninety-two percent (92%) of the fees are, in turn, distributed to the City. Distribution is made several times during the year with the bulk of revenues received by municipalities in May of each year.

01-1000-32150 **City Business License:** From annual license fees paid to the City by each business operating in the City.

01-1000-32200 **XFINITY Franchise Fees:** Five percent (5%) of annual gross subscriber charges received by the Cable Television Franchisee (Comcast) from municipal residents are returned to the City in accordance with the provisions of the City Franchise Agreement. Distribution is made quarterly.

Revenues Continued

01-1000-32210	Verizon Cable Franchise Fees: Five percent (5%) of annual gross subscriber charges received by the Cable Television Franchisee (Verizon) from municipal residents are returned to the City in accordance with the provisions of the City Franchise Agreement. Distribution is made quarterly.
01-1000-32310	Verizon Property Lease: Proceeds from an agreement with Verizon for the lease of property at \$600 a month.
01-1000-32320	Cricket Communication Franchise Fees: Franchise fees agreed with Cricket Communication.
01-1000-32400	Building Permit Fees: Fees charged to issue building construction and repair permits.

**FY 2016 BUDGET
REVENUE AND RESOURCE
GRANTS FROM GOVERNMENT AND OTHER AGENCIES AND SERVICE CHARGES**

ACCOUNT		FY 2013	FY 2014	(thru Amend 2)		BUDGET	
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>INTERGOVERNMENTAL GRANTS</u>							
01-1000-33700	State Aid for Police Protection	\$83,618	\$129,099	\$136,500	\$136,500	\$129,099	-5%
01-1000-33710	Crime Control & Prevention Grant	6,760	25,931	16,109	16,109		-100%
01-1000-33720	Community Policing Service Grant	62,776	70,285	16,300	16,272		-100%
01-1000-35310	School Bus Grant	4,000	4,000	4,000	4,000	4,000	0%
01-1000-35325	Comm Dev Block Grant, Econ Develop			100,000	44,115	55,885	-44%
01-1000-35330	CP&P: Frenchman's Creek Grant		92,718	53,000	53,000		-100%
01-1000-35335	CP&P: Dog Park Grant			23,317	23,317		-100%
01-1000-35340	Other Miscellaneous Grants		8,736				
TOTAL INTERGOVERNMENTAL GRANTS		157,154	330,769	349,226	293,313	188,984	-46%
<u>REVENUE FROM OTHER AGENCIES</u>							
01-1000-35600	Cable TV Equip. Support Grant-Comcast	55,871	57,189	49,000	49,000	55,000	12%
01-1000-35620	Cable TV Equip. Support Grant-Verizon	50,084	53,350	48,000	48,000	50,000	4%
01-1000-35630	Ligit Employee Training Grant	3,000					
TOTAL REVENUE FROM OTHER AGENCIES		108,955	110,539	97,000	97,000	105,000	8%
<u>SERVICE CHARGES - GENERAL GOVERNMENT</u>							
01-1000-35810	Advertising Fees	7,730	7,572	3,500	3,500	3,800	9%
01-1000-35820	Municipal Center Room Rent	4,085	2,885	2,300	2,300	1,500	-35%
01-1000-35845	Board of Appeals Fees		400	800	460	460	-43%
<u>SERVICE CHARGES - POLICE SERVICES</u>							
01-1000-35850	Fingerprint Fees	315		450			
01-1000-35860	Special Police Service Fees	28,285	40,455	27,500	27,500	30,000	9%
<u>SERVICE CHARGES - CODE ENFORCEMENT</u>							
01-1000-35910	Rental Property Inspection	212,525	216,700	195,200	266,450	270,000	38%
01-1000-35920	Property Clean up & Liens	20,016	14,953	21,100	21,100	21,312	1%
<u>SERVICE CHARGES - SANITATION SERVICE</u>							
01-1000-36000	Trash Pick up Service Fees	269,050	269,050	322,900	311,638	311,638	-3%
01-1000-36010	Recycling Fees	42,617	42,617	42,600	54,063	54,063	27%
TOTAL SERVICE CHARGES		\$584,623	\$594,632	\$616,350	\$687,011	\$692,773	12%

FY 2016 BUDGET
REVENUE AND RESOURCE
GRANTS FROM GOVERNMENT AND OTHER AGENCIES AND SERVICE CHARGES
INTERGOVERNMENTAL GRANTS

- 01-1000-33700** **State Aid for Police Protection:** Funds from general revenues of the State based upon the ratio of the City's expenditures for police services in relation to the total expenditures for police services provided by the Prince George's County Police Department and all other municipal departments in the County. Distribution is made quarterly. Estimates provided by the Maryland State Police.
- 01-1000-33710** **Crime Control & Prevention Grant:** A grant received from the State of Maryland to purchase police equipment.
- 01-1000-33720** **Community Policing Service Grant:** A grant in the amount of \$214,161 received from the State of Maryland to pay for one police officer for three years starting in FY 2012.
- 01-1000-35310** **School Bus Grant:** A grant received from State of Maryland to provide safety environment at school bus stop.
- 01-1000-35325** **Community Dev Block Grant, Econ Develop:** A grant received from HUD to fund affordable housing, anti-poverty programs, and infrastructure development.
- 01-1000-35330** **Community Parks and Playgrounds: Frenchman's Creek Grant:** A grant received from the Department of Natural resources for the renewal and development of Frenchman's Creek Playground area.
- 01-1000-35335** **Community Parks and Playgrounds: Dog Park Grant:** A grant received from the Department of Natural resources for the development of a dog park at West Field.
- 01-1000-35340** **Other Miscellaneous Grants:** miscellaneous grants.
- 01-1000-35600** **Cable TV Equip. Support Grant-Comcast:** Three percent (3%) of Gross Revenues from subscribers within the City. Capital grant to the City per the 1999 Jones (aka Comcast) Cable Franchise Agreement; shall be used by the City exclusively for PEG capital costs, including but not limited to, capital costs for studio facilities, studio and portable production equipment, editing equipment, program playback equipment, I-Net equipment, and dark fiber.

Revenues Continued

- 01-1000-35620** **Cable TV Equip. Support Grant-Verizon:** Three percent (3%) of Gross Revenues from subscribers within the City. Capital grant to the City per the 2006 Verizon Maryland Inc. Cable Franchise Agreement; shall be used by the City exclusively for studio facilities, studio and portable production equipment, editing equipment and program playback equipment, I-Net equipment or capacity, computers, dark fiber, and other costs associated with the PEG/I-Net (including I-Net maintenance costs), or any other PEG or I-Net item eligible for capital treatment or otherwise not classified as Franchise Fee under Applicable Law.
- 01-1000-35630** **LGIT Employee Training Grant:** A grant received from Local Government Insurance Trust for training purposes.

SERVICE CHARGES - GENERAL GOVERNMENT

- 01-1000-35810** **Advertising Fees:** Income received from advertising in the City newsletter, on bus shelters, etc.
- 01-1000-35820** **Municipal Center Room Rent:** Revenues received from renting out the municipal center rooms.
- 01-1000-35845** **Board of Appeals Fees:** Fees for hearing resident's requests for departures from County zoning and certain design standards.

SERVICE CHARGES - POLICE SERVICE

- 01-1000-35850** **Fingerprint Fees:** Fees charged for finger printing.
- 01-1000-35860** **Special Police Service Fees:** Fees charged to provide special police services such as vehicle release, accident reports, and speed flagging fees.

SERVICE CHARGES – CODE ENFORCEMENT

- 01-1000-35910** **Rental Property Inspection:** Revenues derived from rental property licenses and the inspections of the rental dwelling units. The fees are adopted by resolution of the Council as part of a separate Fee Schedule.
- 01-1000-35920** **Property Clean-up & Liens:** Revenues received from City property abatements which are a result of City code violations. Sometimes payment will come via the County if the property owner has paid off the lien on this property.

Revenues Continued

SERVICE CHARGES – SANITATION SERVICES

- 01-1000-36000** **Trash Pick-up Service Fees:** An assessed fee, with the purpose of recovering costs associated with City trash removal. The fee is set as part of a Fee Schedule adopted annually, during the budget process, by resolution of the Council.
- 01-1000-36010** **Recycling Fees:** An assessed fee, with the purpose of recovering costs associated with City provided recycling services. The fee is set as part of a Fee Schedule adopted annually, during the budget process, by resolution of the Council.

**FY 2016 BUDGET
REVENUE AND RESOURCE
OTHER REVENUES, FINANCING AND FUND DESIGNATIONS**

ACCOUNT		FY 2013	FY 2014	(thru Amend 2)		BUDGET	
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>FINES AND FORFEITURES</u>							
01-1000-36110	Municipal Infractions	\$1,730	\$470	\$1,600	\$1,100	\$1,100	-31%
01-1000-36155	Speed Camera	295,268	141,536	96,000	122,904	111,000	16%
01-1000-36160	Vehicle Control Fines & Towing	414,497	383,595	380,000	399,046	380,000	0%
TOTAL FINES AND FORFEITURES		711,495	525,601	477,600	523,050	492,100	3%
<u>INTEREST AND DIVIDENDS</u>							
01-1000-36260	Interest Earned on Investments	10,941	5,787	6,200	4,236	4,236	-32%
01-1000-36270	Interest Earned on Fidelity					10,000	100%
TOTAL INTEREST AND DIVIDENDS		10,941	5,787	6,200	4,236	14,236	130%
<u>OTHER REVENUES</u>							
01-1000-36300	Scrap Metal & Paper	3,485	3,558	2,500	3,522	3,522	41%
01-1000-36320	Seized Revenues	1,115	2,420	500	1,768	1,768	254%
01-1000-36350	Right-of-Way Fees	16,140	16,140	16,000	16,140	16,140	1%
01-1000-36370	Pension Rebate	39,887	41,881	41,000	36,905	39,900	-3%
01-1000-36400	Miscellaneous Revenues	54,939	70,738	45,000	54,939	54,939	22%
01-1000-36600	Weinbach Scholarship Grant	173	5,454	500	500	500	0%
TOTAL OTHER REVENUES		115,739	140,191	105,500	113,773	116,768	11%
<u>OTHER FINANCING SOURCES</u>							
TOTAL OTHER FINANCING SOURCES		0	0	0	0	0	
<u>APPROPRIATED FUND BALANCES</u>							
01-1000-36750	Designated for Speed Camera			57,000			-100%
01-1000-36760	Designated for Cable TV Equipment Grant			97,000			-100%
01-1000-36790	Designated for Vehicle Purchase			24,000			-100%
01-1000-36810	Designated for Street Repair			140,000		67,860	-52%
01-1000-36820	Designated for Bridge Repair						
01-1000-36830	Designated for Sidewalk Repair			80,000		180,000	125%
01-1000-36835	Capital Budget Appropriation			397,000		623,000	57%
01-1000-36840	Contingency Reserve			130,000		130,000	0%
01-1000-36850	Undesignated Fund Balance Transfer			347,980			-100%
01-1000-36900	Operating Reserve Carryover			250,000		139,447	-44%
TOTAL FUNDING FROM APPROPRIATIONS		0	0	1,522,980	0	1,140,307	-25%
TOTAL REVENUES AND RESOURCES		\$7,845,504	\$8,067,386	\$9,455,257	\$8,073,224	\$9,236,076	-2%

**FY 2016 BUDGET
REVENUE AND RESOURCE
OTHER REVENUES, FINANCING AND FUND DESIGNATIONS**

FINES AND FORFEITURES

- 01-1000-36110** **Municipal Infractions:** Revenues received from the Code Enforcement & Police Department violation citations. These are separate from property abatement and towing revenues.
- 01-1000-36155** **Speed Camera:** Revenues from speed cameras placed at school zones.
- 01-1000-36160** **Vehicle Control Fines & Towing:** Income from the release of impounded vehicles from towing as result of Code Enforcement & Police Department efforts related to unauthorized or non-complaint motor vehicles. Also, revenue received as a result of non-moving violation citations written by Code Enforcement and the Police Department.

INTEREST AND DIVIDENDS

- 01-1000-36260** **Interest Earned on Investments:** Income and dividends from investing municipal funds in interest bearing federally guaranteed securities.
- 01-1000-36270** **Interest Earned on Fidelity:** Income and dividends from investing municipal funds in interest bearing, Certificate of Deposit (CD) accounts with Fidelity.

OTHER REVENUES

- 01-1000-36300** **Scrap Metal & Paper:** Scrap metal and comingled paper recycling revenues.
- 01-1000-36320** **Seized Revenues:** Cash or other assets seized from residents doing illegal activities in the City.
- 01-1000-36350** **Right-of-Way Fees:** Income received annually from Verizon for use of the City-Owned right-of-way in which communication cable has been buried.
- 01-1000-36370** **Pension Rebate:** Rebate from overpayment into State Retirement Pension Fund in previous years. This amount is calculated by the state after payments have been reconciled.
- 01-1000-36400** **Miscellaneous Revenues:** Revenues from sources not otherwise classified.
- 01-1000-36600** **Weinbach Scholarship Grant:** Proceeds received from annual fund-raisers and individual donations used to provide college scholarship assistance to deserving youth of the City.

Revenues Continued

OTHER FINANCING SOURCES

None at this time

APPROPRIATED FUND BALANCES

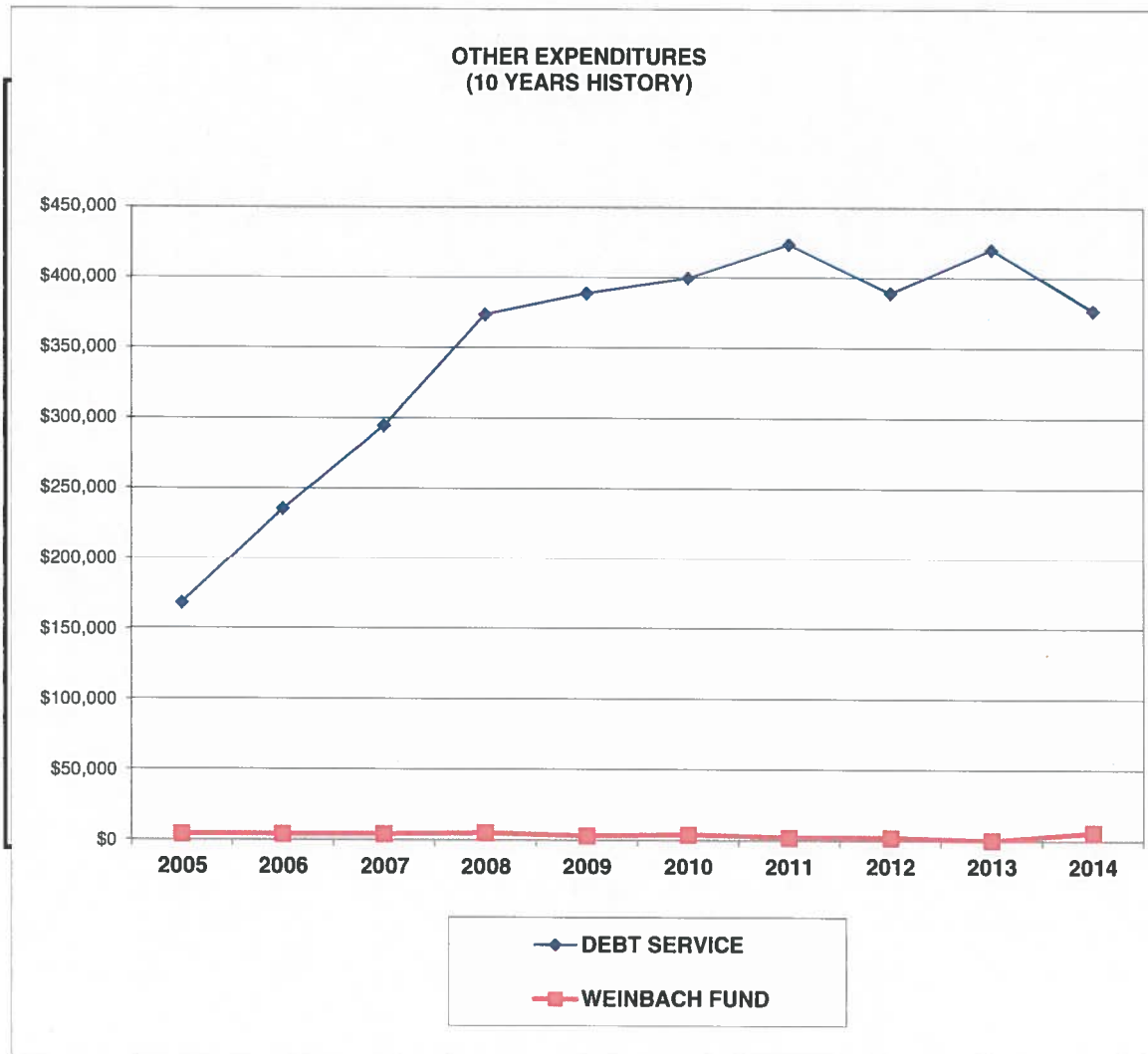
01-1000-36750	Designated for Speed Camera: Funds designated during prior years for Speed Camera. Used for Public Safety purposes only.
01-1000-36760	Designated for Cable TV Equipment Grant: Funds designated during prior years for improved audio/video equipment for the Public Access Channel and I-Net.
01-1000-36790	Designated for Vehicle Purchase: Funds designated during prior years for Vehicle purchases.
01-1000-36810	Designated for Street Repair: Funds designated during prior years for street repairs.
01-1000-36830	Designated for Sidewalk Repair: Funds designated during prior years for sidewalk repairs.
01-1000-36835	Capital Budget Appropriation: Funds designated during prior years for Capital purchases.
01-1000-36840	Contingency Reserve: Funds reserved for expenditures in the fiscal year to spend in the event of urgent situations.
01-1000-36850	Undesignated Fund Balance Transfer: Represents that portion of unencumbered fund balance that will be used to support the current budget.
01-1000-36900	Operating Reserve Carryover: Each annual budget shall include, as part of the total expenditure appropriations, an operating reserve which shall be in the amount of not less than one hundred fifty thousand dollars (\$150,000).

OTHER EXPENDITURES:

NON-DEPARTMENTAL

EXPENDITURES

These expenditures are not part of a departmental operational budget and are accounted for separately.



**FY 2016 BUDGET
DEBT SERVICE AND FUND DESIGNATIONS**

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		FY 2016 PROPOSED	BUDGET
				FY 2015 BUDGETED	FY 2015 PROJECTED		FY 2016-2015 PCT CHG
<u>OTHER EXPENSES</u>							
01-4510-60120	Debt Serv. - Street & Bridge Principal	\$43,500	\$45,000	\$47,000	\$45,000	\$45,000	-4%
01-4510-60130	Debt Serv. - Street Work Principal	68,870	70,624	72,500	72,045	72,045	-1%
01-4510-60520	Debt Serv. - Street & Bridge Interest	31,840	30,013	28,150	28,122	28,122	0%
01-4510-60530	Debt Serv. - Street Work Bond Interest	42,903	41,147	39,400	39,729	39,729	1%
01-4510-61130	Debt Serv. - Vehicle Loan Principal FY 2008	5,636					
01-4510-61135	Debt Serv. - Vehicle Loan Principal FY 2009	43,625	7,483				
01-4510-61140	Debt Serv. - Vehicle Loan Principal FY 2010	36,241	37,700	3,250	3,212		-100%
01-4510-61145	Debt Serv.- Vehicle Loan Principal FY 2011	64,317	65,878	73,200	67,138	27,974	-62%
01-4510-61150	Debt Serv. - Vehicle Loan Principal FY 2012	67,656	69,374	71,170	70,762	72,151	1%
01-4510-61530	Debt Serv. - Vehicle Loan Interest FY 2008	20					
01-4510-61535	Debt Serv. - Vehicle Loan Interest FY 2009	1,545	47				
01-4510-61540	Debt Serv. - Vehicle Loan Interest FY 2010	2,415	956	15	10		-100%
01-4510-61545	Debt Serv. - Vehicle Loan Interest FY 2011	4,726	3,165	1,650	1,905	794	-52%
01-4510-61550	Debt Serv. - Vehicle Loan Interest FY 2012	6,901	5,184	3,450	3,794	2,407	-30%
TOTAL DEBT SERVICE		420,195	376,571	339,785	331,716	288,221	-15%
01-4520-62100	Contingency Reserve Carryover			130,000		130,000	0%
01-4520-62120	Operating Reserve			250,000		150,000	-40%
01-4520-62125	Operating Reserve-Speed Camera			3,393		8,700	156%
01-4520-62135	Reserve-Cable TV Equipement Purchase			97,000			-100%
01-4520-62140	Reserve-Highway user Revenue			130,000		0	-100%
01-4520-62150	Judgements and Losses			400			-100%
01-4521-62200	Weinbach Scholarship Grant		3,000	2,000	2,000	2,000	0%
01-4521-62210	Weinbach Operation & Maintenance		2,674	2,500			-100%
TOTAL USE OF APPROPRIATIONS		0	5,674	615,293	2,000	290,700	-53%
TOTAL DEBT SERVICE AND USE OF APPROPRIATION		\$420,195	\$382,245	\$955,078	\$333,716	\$578,921	-39%

**FY 2016 BUDGET
DEBT SERVICE AND FUND DESIGNATIONS
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

OTHER EXPENSES

Debt Service

01-4510-60120	Debt Serv. - Street & Bridge Principal: Bonds for \$1,000,000 issued for the improvement and replacement of bridges and streets at 4.33%. Matures in year 2025.
01-4510-60130	Debt Serv. – Street Work Principal: Bonds for \$1,750,000 issued for the improvement of City streets at a rate of 2.52%. The bond will be fully paid 2032.
01-4510-60520	Debt Serv. - Street & Bridge Interest: Interest payable at 4.33% for the streets and bridges work.
01-4510-60530	Debt Serv. – Street Work Bond Interest: Interest payable at 2.52% for the street improvement.
01-4510-61130	Debt Serv. - Vehicle Loan Principal FY 2008: Annual principal repayment of loan \$300,000 borrowed from National City, L.L.C for the purchase of vehicles and equipment at the rate of 4.30%.
01-4510-61135	Debt Serv. - Vehicle Loan Principal FY 2009: Annual principal repayment of loan \$200,000 borrowed from National City, L.L.C for the purchase of vehicles and equipment at the rate of 4.30%.
01-4510-61140	Debt Serv. - Vehicle Loan Principal FY 2010: Annual principal repayment of loan \$175,000 borrowed from Commercial Bank for the purchase of vehicles and equipment at the rate of 6%.
01-4510-61145	Debt Serv. - Vehicle Loan Principal FY 2011: Annual principal repayment of loan \$325,000 borrowed from PNC Bank for the purchase of vehicles and equipment at the rate of 2.40%.
01-4510-61150	Debt Serv. - Vehicle Loan Principal FY 2012: Annual principal repayment of loan \$325,000 borrowed from PNC Bank for the purchase of vehicles and equipment at the rate of 2.40%.
01-4510-61530	Debt Serv. - Vehicle Loan Interest FY 2008: Annual interest payment of loan \$300,000 borrowed from National City, L.L.C for the purchase of vehicles and equipment at the rate of 4.30%.

OTHER EXPENSES (continued)

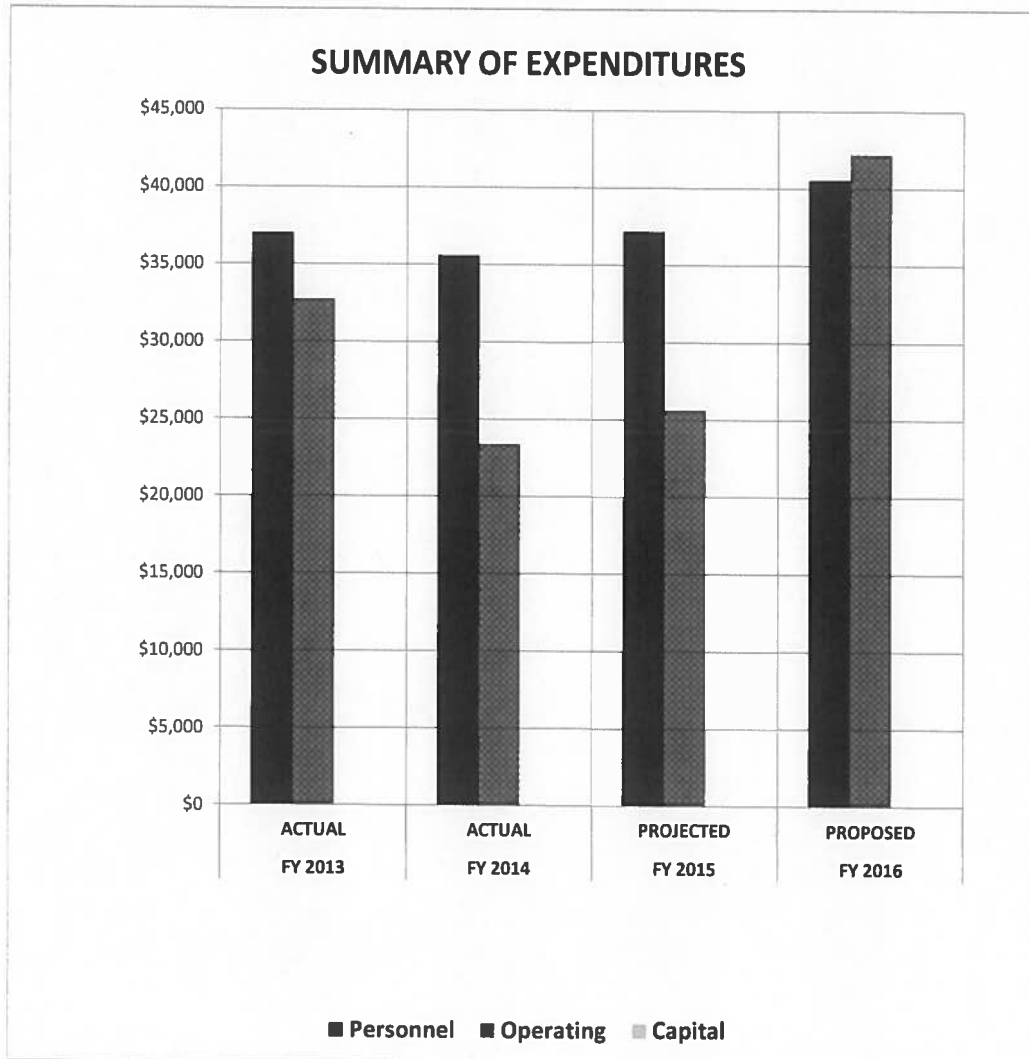
- 01-4510-61535** **Debt Serv. - Vehicle Loan Interest FY 2009:** Annual interest payment of loan \$200,000 borrowed from National City, L.L.C for the purchase of vehicles and equipment at the rate of 4.30%.
- 01-4510-61540** **Debt Serv. - Vehicle Loan Interest FY 2010:** Annual interest payment of loan \$175,000 borrowed from a commercial Bank for the purchase of vehicles and equipment at the rate of 6%.
- 01-4510-61545** **Debt Serv. - Vehicle Loan Interest FY 2011:** Annual interest payment of loan \$325,000 borrowed from a commercial Bank for the purchase of vehicles and equipment at the rate of 2.40%.
- 01-4510-61550** **Debt Serv. - Vehicle Loan Interest FY 2012:** Annual interest payment of loan \$325,000 borrowed from a commercial Bank for the purchase of vehicles and equipment at the rate of 2.40%.

Appropriations

- 01-4520-62100** **Contingency Reserve Carryover:** Funds reserved for expenditures in the fiscal year to spend in the event of urgent situations.
- 01-4520-62120** **Operating Reserve:** Each annual budget shall include, as part of the total expenditure appropriations, an operating reserve which shall be in the amount of not less than one hundred fifty thousand dollars (\$150,000).
- 01-4520-62125** **Operating Reserve-Speed Camera:** Estimated speed camera revenue excess set aside for public safety projects, in the event of any shortage occurred during the year.
- 01-4520-62135** **Reserve-Cable TV Equipment Purchase:** Amount reserved for the purchase of Cable TV Equipment from equipment grant collected.
- 01-4520-62140** **Reserve-Highway user Revenue:** Estimated highway user revenue collectable assigned for future street repair and maintenance.
- 01-4520-62150** **Judgments and Losses:** Reserves allocated for uninsured losses.
- 01-4521-62200** **Weinbach Scholarship Grant:** Scholarships awarded to New Carrollton Scholars.
- 01-4521-62210** **Weinbach Operations & Maintenance:** Funds used to carry out the fund raising and administration for the actual grant fund.

GENERAL GOVERNMENT: MAYOR AND COUNCIL

MISSION STATEMENT: The mission of the Mayor's office is to provide the administrative leadership to ensure that the citizens and residents of the City of New Carrollton are served in a professional, efficient, and ethical manner. The mission of the City Council is to establish laws, regulations and policies which balance the diverse needs and interests of the city residents.



**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-1110-45000	Mayor	\$7,200	\$7,200	\$7,200	\$7,200	\$7,200	0%
01-1110-45100	Council	24,000	22,400	24,000	24,000	24,000	0%
01-1110-45250	Treasurer					3,000	100%
01-1110-46300	F.I.C.A.	2,387	2,265	2,387	2,387	2,616	10%
01-1110-47000	Worker's Compensation	314	289	540	254	292	-46%
01-1110-48000	Retirement / Pension	3,085	3,400	4,492	3,316	3,420	-24%
Total Personnel Expenses		\$36,986	\$35,554	\$38,619	\$37,157	\$40,529	5%
<u>POSITIONS</u>							
<u>General Government</u>							
	Mayor	1	1	1	1	1	
	Council Members	5	5	5	5	5	
	Treasurer	0	0	0	0	1	
	Total Executive & Legislative Posi	6	6	6	6	7	

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

**ACTIVITY - MAYOR AND COUNCIL
PERSONNEL EXPENSES**

01-1110-45000	Mayor: Annual salary for Mayor.
01-1110-45100	Council: Annual salary for Council members.
01-1110-45250	Treasurer: Annual salary for Treasurer. (Moved from the Administration Budget)
01-1110-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-1110-47000	Worker's Compensation: Provides care for employees injured on the job.
01-1110-48000	Retirement / Pension: State Retirement and Pension System.

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>OPERATING EXPENSES</u>							
01-1110-52520	Office Supplies & Printing	\$834	\$537	\$750	\$686	\$686	-9%
01-1110-53510	Dues & Subscriptions	215	495	500	355	355	-29%
01-1110-53540	Travel & Meetings	16,576	11,640	17,500	14,108	20,500	17%
01-1110-54010	Telephones			750			-100%
01-1110-54020	Cell Phones	55	413	720	413	413	-43%
01-1110-54300	Fire Department Grant	5,000	5,000	5,000	5,000	7,000	40%
01-1110-54310	Youth Activities Grant	5,000	5,000	5,000		5,000	0%
01-1110-54320	Boys & Girls Club Grant	5,000		5,000	5,000	7,500	50%
01-1110-54450	Neighborhood Watch			1,000			-100%
01-1110-54620	Welcome Committee	55	299	750	55	750	0%
Total Operating Expenses		\$32,735	\$23,384	\$36,970	\$25,617	\$42,204	14%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

**ACTIVITY - MAYOR AND COUNCIL
OPERATING EXPENSES**

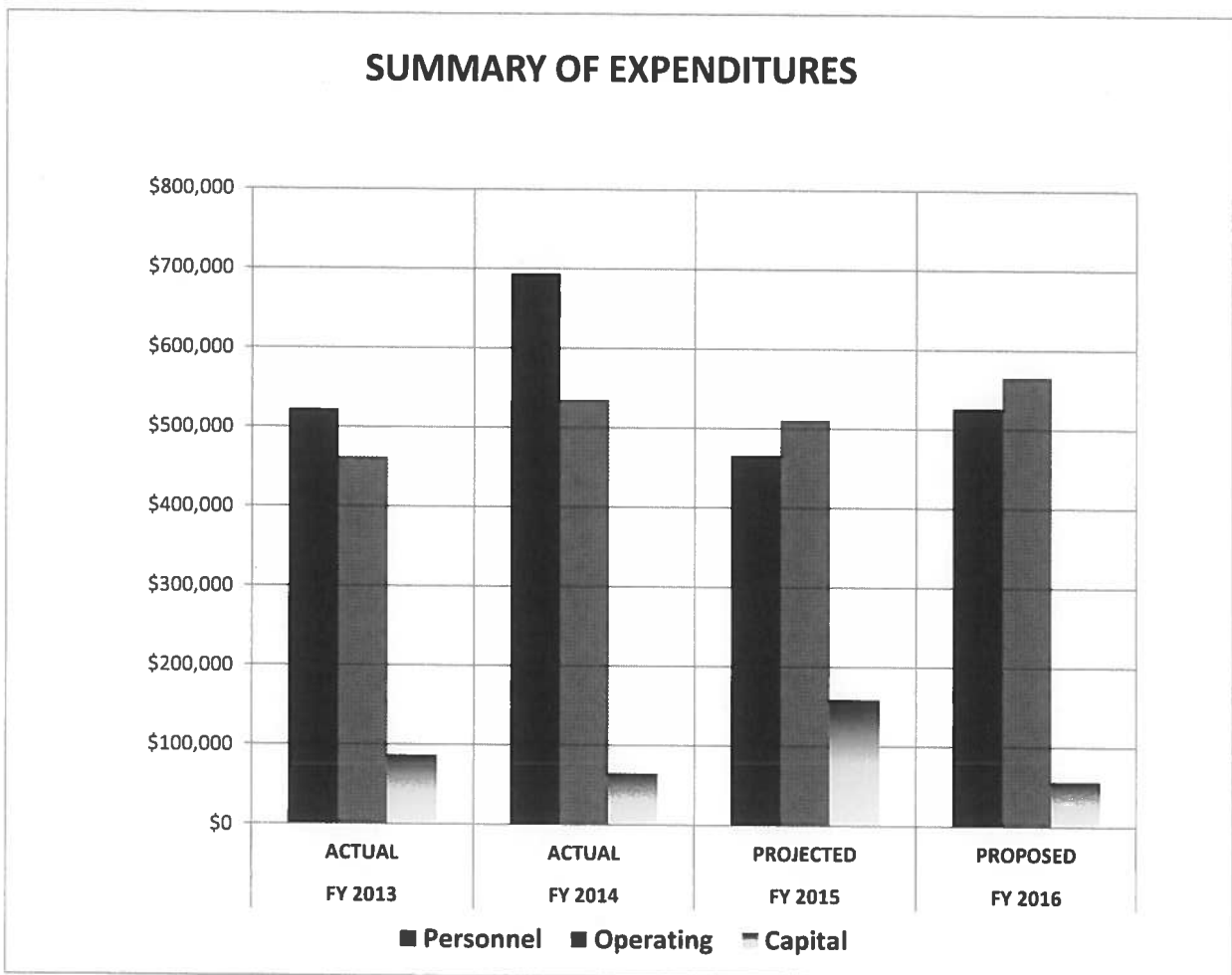
01-1110-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies and materials necessary for the operations of the Mayor and Council.
01-1110-53510	Dues & Subscriptions: Membership in various associations and subscriptions for magazines and journals that can enhance the employees' skills.
01-1110-53540	Travel & Meetings: Expenses incurred by Mayor & Council while on official City business including the annual Mayor-Council retreat; mileage, parking, tolls, and accommodations.
01-1110-54010	Telephones: Monthly expense incurred in the use of office telephones including long distance calls (Consolidated under Administration starting FY2016.)
01-1110-54020	Cell Phones: City provided cell phone cost for Mayor.
01-1110-54300	Fire Department Grant: Annual grant to West Lanham Hills VFD/Rescue Squad.
01-1110-54310	Youth Activities Grant: Annual grant designated for expenditures to benefit youth activity programs.
01-1110-54320	Boys and Girls Club Grant: Annual reimbursable grant designated for expenditures to benefit the Boys and Girls Club of New Carrollton.
01-1110-54450	Neighborhood Watch: Funding for operating citywide program to diminish crime.
01-1110-54620	Welcome Committee: Cost of supplies to provide welcome packages for new residents.

GENERAL GOVERNMENT: ADMINISTRATION

MISSION STATEMENT: The Mayor's Administration carries out the day-to-day administrative tasks of the City. With guidance from the Mayor, the Administration implements policies, handles all City financial matters, deals with all matters of personnel, and ensures that the City's operations are running efficiently and effectively in a professional manner. The Administration plans the future direction of the City and prepares for the necessary resources. The Administration interprets the legislation and policy enacted by the Council into the rules and regulations of the City.

PROGRAM GOALS:

1. To continue serving the public, the Mayor and the City Council as capably and efficiently as possible.
2. To enforce the health and safety codes and ordinances of the City of New Carrollton in a thorough, unbiased and efficient manner.
3. To provide the public with timely, relevant information via a multitude of mediums.



**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-1510-45200	Administrative Officer	\$3,536	\$75,758	\$90,137	\$90,147	\$95,000	5%
01-1510-45210	Acting Administrative Officer	79,372	2,774				
01-1510-45250	Treasurer	1,800	3,000	3,000	3,000		-100%
01-1510-45400	Employee Services	257,456	335,317	387,036	317,018	358,959	-7%
01-1510-45525	Cable TV Operators				6,580	6,778	100%
01-1510-45650	Overtime - Employee Services				933	952	100%
01-1510-46300	F.I.C.A.	26,375	32,502	36,733	31,469	34,785	-5%
01-1510-46500	Health & Life Insurance	45,337	39,971	91,500	94,785	97,629	7%
01-1510-46502	Health & Life Ins - Employee Contrib			(102,400)	(122,219)	(122,219)	19%
01-1510-46600	Health Insurance - Previous Plan	66,295	159,722				
01-1510-46700	Employee Assistance Program	3,500	3,500	6,000	4,030	4,030	-33%
01-1510-47000	Worker's Compensation	7,504	7,420	12,589	5,259	6,104	-52%
01-1510-48000	Retirement/Pension	30,829	33,523	47,935	34,200	43,860	-9%
Total Personnel Expenses		\$522,004	\$693,487	\$572,530	\$465,203	\$525,877	-8%
<u>POSITIONS</u>							
<u>Full -Time</u>							
	Administrative Officer	1	0	1	1	1	
	Acting Administrative Officer	0	1	0	0	0	
	Human Resource Coordinator	0	0	1	1	1	
	Asst. Administrative Officer	1	1	1	1	1	
	City Clerk	1	1	1	1	1	
	Administrative Assistant	1	1	1	1	1	
	Janitor	1	2	2	2	2	
	Total Full -Time	5	6	7	7	7	
<u>Part-Time</u>							
	City Treasurer	1	1	1	1	0	
	Evening Security	2	1	1	1	1	
	Recording Secretary	1	1	1	0	0	
	Senior Van Driver	1	1	0	0	0	
	Cable TV Operators	5	5	3	3	3	
	Human Resources Intern	0	0	0	0	1	
	Total Part - Time	10	9	6	5	5	
<u>Total Gen. Govt. Admin. Positions</u>		15	15	13	12	12	

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

**ACTIVITY – ADMINISTRATION
PERSONNEL EXPENSES**

01-1510-45200	Administrative Officer: Annual salary.
01-1510-45210	Acting Administrative Officer: Annual salary allocated to Acting Administrative Officer.
01-1510-45250	Treasurer: Annual compensation.
01-1510-45400	Employee Services: Salaries and accruals Administration Office Personnel.
01-1510-45525	Cable TV Operators: Annual salary for part-time government TV crew. Expenses paid from Cable TV Equipment Grant revenue source.
01-1510-45650	Overtime: Funds available for work performed beyond regular work week for Administration.
01-1510-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-1510-46500	Health & Life Insurance: Provides group health, dental, and life insurance for employees.
01-1510-46502	Health & Life Ins- Employee Contribution: Employee contribution towards health and life insurance includes contribution from employees of all departments.
01-1510-46600	Health Insurance Previous Plan: City paid deductible under an HRA insurance plan.
01-1510-46700	Employee Assistance Program: This program provides substance abuse counseling, financial counseling, family relationship counseling and a wide range of services.
01-1510-47000	Worker's Compensation: Provides care for employees injured on the job.
01-1510-48000	Retirement / Pension: State Retirement and Pension System.

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>OPERATING EXPENSES</u>							
<u>G.G. Admin</u>							
01-1510-50200	Computer & IT Support	\$39,417	\$41,710	\$45,000	\$46,000	\$49,700	10%
01-1510-50220	Website & E-Mail Services	5,072	6,417	6,500	6,296	7,000	8%
01-1510-50300	Legal Services	50,314	75,522	60,000	49,230	51,500	-14%
01-1510-50320	Engineering Services		1,904	30,800	15,752	15,000	-51%
01-1510-50325	Consulting Services	6,000	13,780				
01-1510-50400	Advertising	9,519	10,078	9,500	6,223	7,000	-26%
01-1510-50430	Cable Television Operations	225	100	23,000	15,331	55,000	139%
01-1510-50450	City Newsletter	33,123	31,933	35,000	35,142	36,000	3%
01-1510-50460	HVAC System Cleaning			2,500	1,716		-100%
01-1510-50700	General Liability Insurance	5,387	8,000	11,000	13,421	10,700	-3%
01-1510-50710	Auto Insurance	3,941	6,753	6,000	7,080	4,000	-33%
01-1510-50720	Public Officials Liability & Bonding	12,500	11,943	14,532	13,943	15,000	3%
01-1510-50750	Equipment Maintenance Contracts	10,318	12,284	16,500	17,016	18,000	9%
01-1510-50760	Office Equip Maintenance Contracts	4,295	3,826	4,500	6,016	3,800	-16%
01-1510-52100	Building Maintenance & Repair	64,712	90,932	70,000	67,684	71,000	1%
01-1510-52110	Office Equipment Maint. & Repair	861	1,130	1,750	840	1,000	-43%
01-1510-52130	Vehicle Operations & Maintenance	2,587	1,584	3,500	2,367	2,600	-26%
01-1510-52140	Vehicle Gasoline Use	2,325	2,798	3,250	3,982	2,500	-23%
01-1510-52500	Computer Supplies	4,799	3,230	6,000	5,060	4,500	-25%
01-1510-52510	Pantry Supplies	3,976	4,277	5,000	4,229	4,500	-10%
01-1510-52520	Office Supplies & Printing	14,875	13,738	16,500	13,221	15,000	-9%
01-1510-52550	Janitorial Supplies	8,418	9,419	9,500	8,472	8,700	-8%
01-1510-53510	Dues & Subscriptions	16,620	14,596	18,000	18,000	15,500	-14%
01-1510-53520	Employee Training	1,224	1,850	6,000	6,000	7,000	17%
01-1510-53540	Travel & Meetings	4,346	4,452	4,500	3,119	6,000	33%
01-1510-53550	Empl Substance Testing & Physicals	581	1,040	1,000	1,013		-100%
01-1510-53560	Employee Gifts -Special Occasions	8,550	7,407	8,500	8,500		-100%
01-1510-53570	Uniforms	1,777	2,223	1,750	1,837	1,800	3%
01-1510-54010	Telephones	6,162	6,987	7,500	6,384	11,100	48%
01-1510-54020	Cell Phones	2,998	3,481	4,300	2,838	4,000	-7%
01-1510-54050	Utility -Electricity	29,368	26,050	34,500	32,537	29,000	-16%
01-1510-54060	Utility - Natural Gas	9,632	10,791	14,328	10,478	9,500	-34%
01-1510-54070	Utility - Water	4,817	4,942	7,000	6,725	5,500	-21%
01-1510-54080	Postage Meter & Courier Services	9,198	10,413	11,000	10,136	11,000	0%
01-1510-54150	Upkeep of Hanko Building	11,369	13,489	13,900	13,900	11,700	-16%
01-1510-54420	Economic Dev. /Annexation	29,960	35,890	16,000	10,126		-100%
01-1510-54430	Election	10,886	2,649	11,500	14,700	15,186	32%
01-1510-54445	Community Promotion	21,223	20,332	13,200	13,200	14,000	6%
01-1510-54470	Ordinance Recodification	7,292	5,914	2,500	5,299	6,500	160%
01-1510-54480	General Code DVD	1,468	343	1,600	1,085		-100%
01-1510-54550	Miscellaneous	1,534	10,484	5,500	5,500	10,500	91%
SUBTOTAL G.G. ADMIN		461,669	534,691	562,710	510,398	540,786	-4%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY – ADMINISTRATION

OPERATING EXPENSES

01-1510-50200	Computer & IT Support: Funds allocated for contract IT support and software licenses.
01-1510-50220	Website & E-Mail Services: Funds allocated for the City's website and email services.
01-1510-50300	Legal Services: Fees for the City's legal counsel and related costs.
01-1510-50320	Engineering Services: Fees paid to engineering firms for consulting, planning and engineering.
01-1510-50325	Consulting Services: Fees paid to consultants for services provided during the year.
01-1510-50400	Advertising: Cost of publication of legal notices, help-wanted ads, etc.
01-1510-50430	Cable Television Operations: Supplies, parts and service fees for equipment operators for City Council meetings, I-Net related equipment, updating of the character generator and supplies to run cable related meetings. Must use designated revenue sources first (Cable TV Equipment Support Grant-Comcast).
01-1510-50450	City Newsletter: Printing and postage of the City's distributed newsletter.
01-1510-50460	HVAC System Cleaning: To clean all ten outflow units located on the roof of the Municipal Center and to disinfect heating and air conditioning systems.
01-1510-50700	General Liability Insurance: General insurance mainly covers the City's buildings, inventories, etc.
01-1510-50710	Auto Insurance: Policies protecting the City in the event of claims for bodily injuries and property damages due to auto accidents.
01-1510-50720	Public Officials Liability & Bonding: Includes bonds for storm water management, employee dishonesty, City Treasurer, and professional liability insurance for elected officials and staff.

General Government Operating Expense Continued

01-1510-50750	Equipment Maintenance Contracts: Costs associated with maintenance agreement for air conditioning and facility environmental systems.
01-1510-50760	Office Equipment Maintenance Contracts: Costs associated with maintenance, repair, and leasing of the copy machine, postage meter; etc.
01-1510-52100	Building Maintenance & Repair: Any costs associated with repairs such as labor, supplies, and maintenance materials to keep the buildings in good condition (interior or exterior painting, pest control, electrical work, plumbing, heating repair, ventilation, air conditioning, etc.)
01-1510-52110	Office Equipment Maint. & Repair: Maintenance and repair of office equipment such as copier machine, typewriter, etc.
01-1510-52130	Vehicle Operations & Maintenance: Maintenance, operation, painting, repair, parts such as; tires, batteries, and labor for General Government vehicles.
01-1510-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred for general government vehicles.
01-1510-52500	Computer Supplies: Ribbons, paper, memory expansions, additional processing capability, cables, connectors, computer hardware, cords, etc.
01-1510-52510	Pantry Supplies: Cost associated with purchase of sugar, coffee, tea, water and other supplies for the Administration break room.
01-1510-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies and materials necessary for the operations of the Administration Offices.
01-1510-52550	Janitorial Supplies: Cost associated with purchase of cleaning supplies, bath tissues, soaps, etc.
01-1510-53510	Dues & Subscriptions: City of New Carrollton membership in Maryland Municipal League, membership in P.G. County Municipal Association, Govt. Finance Officers Association, the International City Managers' Association, and other related organizations.
01-1510-53520	Employee Training: Funds allocated for staff professional development.

General Government Operating Expense Continued

01-1510-53540	Travel & Meetings: Expenses incurred by City Officials, employees, or committee members while on official City business, including attendance at meetings, seminars, and the annual MML convention. Auto mileage, registration fees, meals, parking, tolls, and accommodations are examples of reimbursable expenses.
01-1510-53550	Employee Substance Testing & Physicals: Provides for random testing to detect substance abuse and pre-employment physicals (Consolidated under Human Resources starting FY2016.)
01-1510-53560	Employee Gifts - Special Occasions: Funds allocated for employee gifts for special occasions such as bereavement, employment anniversaries, retirement functions, etc.
01-1510-53570	Uniforms: Costs of uniform items necessary during the discharge of duties.
01-1510-54010	Telephones: Monthly expense incurred in the use of office telephones including long distance calls.
01-1510-54020	Cell Phones: Monthly expense incurred in the use of cell phones including long distance calls.
01-1510-54050	Utility - Electricity: Electricity used to maintain the day to day operations of City facilities.
01-1510-54060	Utility - Natural Gas: Gas use to maintain the day to day operations of City facilities.
01-1510-54070	Utility – Water: Water use to maintain the day to day operation of the City.
01-1510-54080	Postage Meter & Courier Services: Postage for all correspondence using the postage meter and the fee of courier services for the next day delivery of important letters and packets.
01-1510-54150	Upkeep of Hanco Building: Heating, cooling, water, gas and electric for the Hanco Building. Also includes funds for repairs or any improvements.
01-1510-54420	Economic Dev./Annexation: Costs related to legal, surveying, and engineering fees for potential annexations of property into the City and expenses related to economic development activities.

General Government Operating Expense Continued

- 01-1510-54430** **Election:** Voting machine rental, election ads, annual compensation for members of Board of Elections, clerk-hire allowance, office supplies, printing, and expenses for any special elections.
- 01-1510-54445** **Community Promotion:** Funds allocated for City sponsored community promotion events' these include the annual community day, Easter Egg Hunt, Halloween party, and other such events that directly benefit the residents.
- 01-1510-54470** **Ordinance Recodification:** Ongoing reorganization and enhancement of the City's existing Code of Ordinances through a private firm to clarify local laws. This includes printing and annual revisions.
- 01-1510-54480** **General Code DVD:** For the City Clerk to do in-house code and charter searches.
- 01-1510-54550** **Miscellaneous:** Expenditures that cannot be logically classified under other categories.

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>OPERATING EXPENSES</u>							
<u>Human Resources</u>							
01-1530-50400	Advertising					2,500	100%
01-1530-53510	Dues & Subscriptions					1,500	100%
01-1530-53520	Employee Training					5,000	100%
01-1530-53540	Travel & Meetings					750	100%
01-1530-53560	Employee Gifts/Spec Occasions					8,500	100%
01-1530-53580	Pre-Employment Screenings					3,325	100%
01-1530-53590	Post-Employment Screenings					1,130	100%
01-1530-53600	Wellness Programs					1,620	100%
SUBTOTAL HUMAN RESOURCES		0	0	0	0	24,325	100%
Total Operating Expenses		\$461,669	\$534,691	\$562,710	\$510,398	\$565,111	0%

FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

Human Resources

01-1530-50400	Advertising: Cost associated of publication of legal notices and help wanted ads.
01-1530-53510	Dues & Subscriptions: Memberships in various associations and subscriptions for magazines and journals that can enhance the employee's skills.
01-1530-53520	Employee Training: Funds allocated for city-wide employee training, such as workplace harassment and supervisory training, also professional development for HR.
01-1530-53540	Travel & Meetings: Expenses incurred for attendance at meetings, seminars, and the annual conventions. Auto mileage, registration fees, meals, parking, tolls, and accommodations are examples of reimbursable expenses.
01-1530-53560	Employee Gifts - Special Occasions: Funds allocated for employee gifts for special occasions such as bereavement, employment anniversaries, retirement functions, etc.
01-1530-53580	Pre-Employment Screenings: Costs of background checks and drug testing necessary for hiring.
01-1530-53590	Post-Employment Screenings: Cost of items necessary during the discharge of duties.
01-1530-53600	Wellness Programs: Cost for employer to have activities or policies in place to support healthy behavior and/or improve health outcomes.

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-1510-57020	City Hall Entrance Sign		\$3,033				
01-1510-57100	Vehicle-Car			\$24,000	23,113	-	-100%
01-1510-58050	Furniture & Fixtures	\$3,285	17,711			2,000	100%
01-1510-58100	Computers	5,350			6,000	5,000	100%
01-1510-58220	Generator & Trailer	23,290	3,200				
01-1510-58250	Cable TV Equipment Grant	55,273	30,496	97,000	3,424	50,000	-48%
01-1510-58300	New Telephone System		10,700				
01-1510-58320	Municipal Center Alarm			26,000	26,349		-100%
01-1510-58340	Municipal Center Building Assessment				100,000		0%
Total Capital Expenses		87,198	65,140	147,000	158,886	57,000	-61%
TOTAL GENERAL GOVERNMENT ADMINISTRATION		\$1,070,871	\$1,293,318	\$1,282,240	\$1,134,487	\$1,147,988	-10%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

Capital Expenses

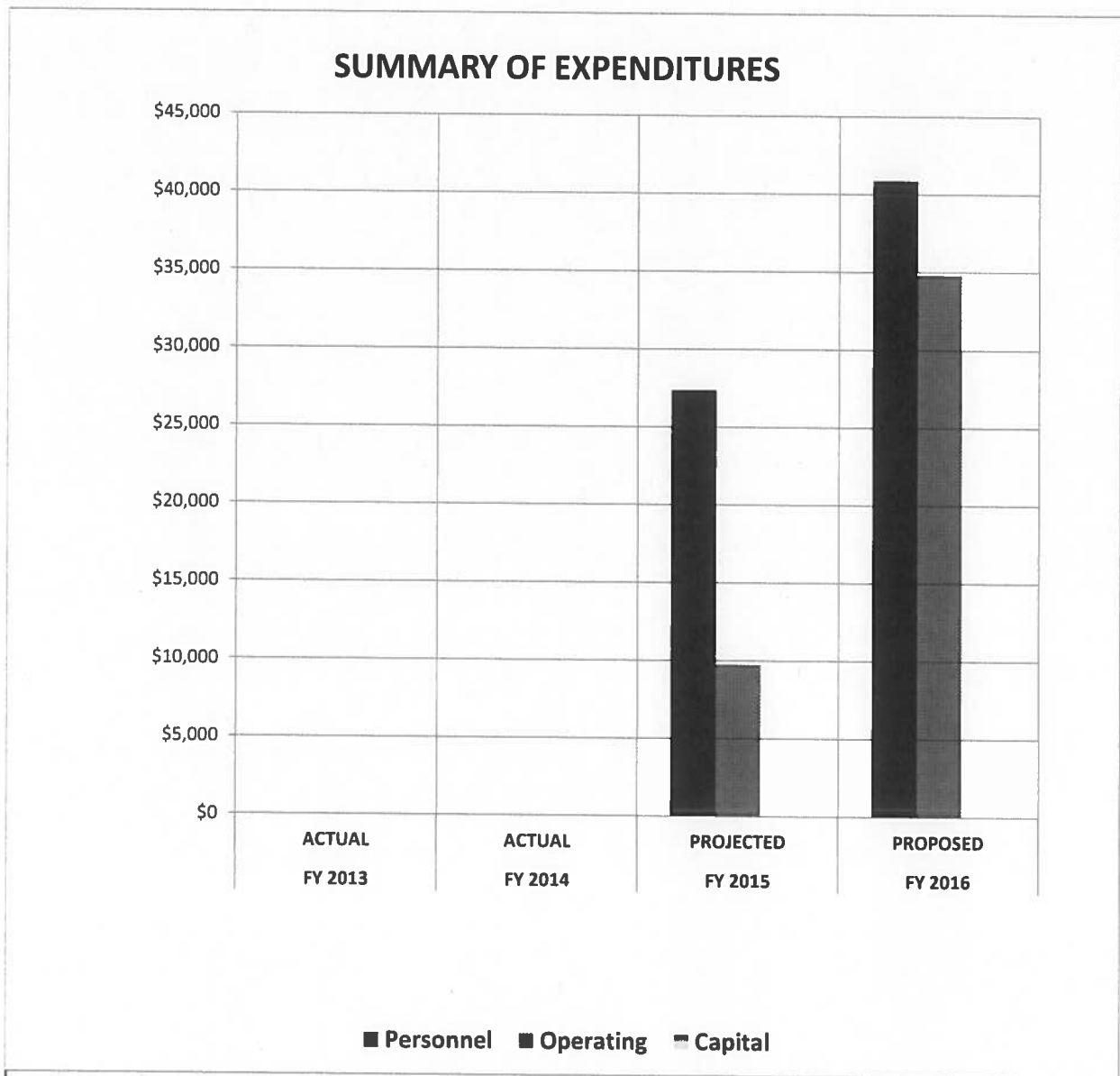
01-1510-57020	City Hall Entrance Sign: Replacement of the Municipal Center entrance sign.
01-1510-57100	Vehicle-Car: Purchase of a car(s) for the Administration Department.
01-1510-58050	Furniture & Fixtures: Purchase of new office furniture.
01-1510-58100	Computers: Purchase of new computers, continued upgrades, and maintenance of the Municipal Center's computer system.
01-1510-58220	Generator & Trailer: Purchase and installation of used generator with trailer to produce electricity in the event of electrical problem.
01-1510-58250	Cable TV Equipment Grant: Funds allocated for expenses related to the Comcast/Verizon Cable TV Equipment grant revenues.
01-1510-58300	New Telephone System: To purchase and replace the old telephone system.
01-1510-58320	Municipal Center Alarm: To purchase and replace fire alarm system.
01-1510-58340	Municipal Center Building Needs Analysis: Funds allocated to do a needs analysis study on the municipal center.

GENERAL GOVERNMENT: ECONOMIC DEVELOPMENT

MISSION STATEMENT: The Mission of the Economic Development Department is to promote the City of New Carrollton as a great place to live, work and do business.

PROGRAM GOALS:

1. Diversify the tax base via Economic Development incentives.
2. Encourage new businesses to consider New Carrollton.
3. Encourage existing businesses to expand their operations within the city limits.



**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ECONOMIC DEVELOPMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-1520-45400	Employee Services			\$50,000	\$22,115	\$27,885	-44%
01-1520-46300	F.I.C.A.			3,900	1,659	2,091	-46%
01-1520-46500	Health & Life Insurance			10,500	1,250	7,945	-24%
01-1520-47000	Worker's Compensation			1,100	111	139	-87%
01-1520-48000	Retirement/Pension			5,000	2,212	2,788	-44%
Total Personnel Expenses		\$0	\$0	\$70,500	\$27,346	\$40,849	-42%
<u>POSITIONS</u>							
<u>Full -Time</u>							
	Economic Development Coordinator	0	0	0	1	1	
Total Econ. Development Positions		0	0	0	1	1	

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

**ACTIVITY - ECONOMIC DEVELOPMENT
PERSONNEL EXPENSES**

01-1520-45400	Employee Services: Salaries for Economic Development Coordinator
01-1520-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-1520-46500	Health & Life Insurance: Provides group health, dental, and life insurance for employees.
01-1520-47000	Worker's Compensation: Provides care for employees injured on the job.
01-1520-48000	Retirement / Pension: State Retirement and Pension System.

FY 2016 BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ECONOMIC DEVELOPMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>OPERATING EXPENSES</u>							
01-1520-50340	Neighborhood Design Center			\$500	\$165	\$335	-33%
01-1520-50820	Landscaping Service Fees			5,300	\$1,749	3,551	-33%
01-1520-52530	Market Study Supplies			700	\$231	469	-33%
01-1520-52540	Signs & Installation Fees			14,000	\$4,620	9,380	-33%
01-1520-52545	Banners			9,000	\$2,970	6,030	-33%
01-1520-54420	Economic Development (Non-Grant)				0	15,000	100%
Total Operating Expenses		\$0	\$0	\$29,500	\$9,735	\$34,765	18%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

**ACTIVITY - ECONOMIC DEVELOPMENT
OPERATING EXPENSES**

01-1520-50340	Neighborhood Design Center: Expenses for pro bono work of planning and design of Community.
01-1520-50820	Landscaping Service Fees: Landscaping expenses for new areas of development.
01-1520-52530	Market Study Supplies: Expenses for gathering of facts, data, observations, and trends for locations of development.
01-1520-52540	Signs & Installation Fees: Expenses for Econ Development signs.
01-1520-52545	Banners: Expenses for Econ. Development banners.
01-1520-54420	Economic Development (Non-Grant): Economic Development expenses that are not covered by CDBG funds such as conferences, business development, branding materials, and the Economic Development website cost.

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ECONOMIC DEVELOPMENT

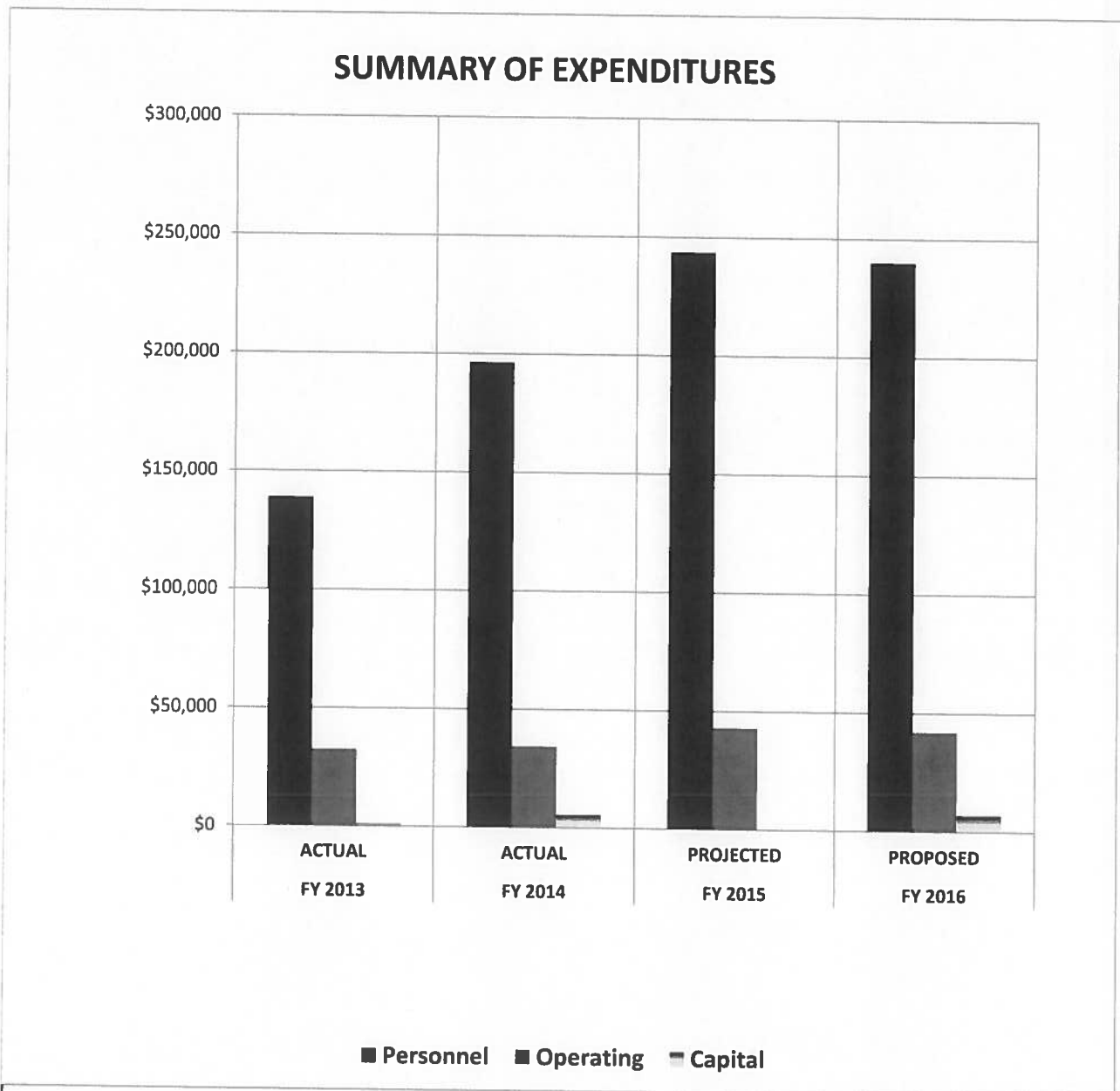
ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
	<u>CAPITAL OUTLAY</u>						
	Total Capital Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL G.G. ECONOMIC DEVELOPMENT		\$0	\$0	\$100,000	\$37,081	\$75,614	-24%

GENERAL GOVERNMENT: OFFICE OF FINANCE AND ACCOUNTING

MISSION STATEMENT: The mission of the Office of Finance and Accounting is dedicated to professionalism in maximizing available resources and in delivering creative and innovative financial resources to maintain citizen confidence and ensure cost-effective benefits.

PROGRAM GOALS:

Make the City's audited financial records available to the public to enhance and improve citizen knowledge, understanding, and interactivity. Also, to produce quality financial records of the City by improving the daily operations and enhance the agency's management focus and quality of revenue projections and reporting.



**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - FINANCIAL ADMINISTRATION

ACTIVITY - FINANCE AND ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-2010-45400	Employee Services	\$108,622	\$156,568	\$193,533	\$183,873	\$177,128	-8%
01-2010-45650	Overtime - Employee Services				1,355	750	100%
01-2010-46300	F.I.C.A.	8,351	11,939	14,805	13,748	13,203	-11%
01-2010-46500	Health & Life Insurance	11,972	14,689	34,600	26,769	31,507	-9%
01-2010-47000	Worker's Compensation	422	486	1,052	466	470	-55%
01-2010-48000	Retirement / Pension	9,319	12,555	19,127	17,332	16,898	-12%
Total Personnel Expenses		\$138,686	\$196,237	\$263,117	\$243,544	\$239,957	-9%
<u>POSITIONS</u>							
<u>Full-Time</u>							
	Director of Finance & Accounting	1	1	1	1	1	
	Staff Accountant	0	0	1	1	1	
	Accounting Clerk	0	0	1	1	1	
	Total Full-Time	1	1	3	3	3	
<u>Part-Time</u>							
	Accounting Clerks	1	1	0	0	0	
	Total Part-Time	1	1	0	0	0	
Total Accounting Positions		2	2	3	3	3	

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - FINANCIAL ADMINISTRATION

**ACTIVITY - FINANCE AND ACCOUNTING
PERSONNEL EXPENSES**

01-2010-45400	Employee Services: Annual compensation and accruals appropriated for employee services.
01-2010-45650	Overtime-Employee Services: Funds available for work performed beyond the regular work week.
01-2010-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-2010-46500	Health & Life Insurance: Provides group health, dental, and life insurance for employees.
01-2010-47000	Worker's Compensation: Provides care for employees injured on the job.
01-2010-48000	Retirement / Pension: State Retirement and Pension System.

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - FINANCIAL ADMINISTRATION

ACTIVITY - FINANCE & ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>OPERATING EXPENSES</u>							
01-2010-50110	Auditing Services	\$17,604	\$18,479	\$19,000	\$18,856	\$20,000	5%
01-2010-50200	Computer Support	5,068	5,250	9,000	8,031	8,500	-6%
01-2010-52500	Computer Supplies	1,162	309	1,850	920	962	-48%
01-2010-52520	Office Supplies & Printing	2,331	2,481	2,750	3,807	2,521	-8%
01-2010-53130	Small Equipment			500			-100%
01-2010-53510	Dues & Subscriptions	979	804	1,000	889	900	-10%
01-2010-53520	Employee Training	950	2,000	5,000	4,901	3,000	-40%
01-2010-53540	Travel & Meetings	148	982	1,500	720	3,500	133%
01-2010-54010	Telephone	1,918	1,889	1,300	1,520		-100%
01-2010-54020	Cell Phones			1,000	816		-100%
01-2010-54400	Credit Card Service Fees	1,740	1,467	2,750	1,882	1,900	-31%
01-2010-54550	Miscellaneous	349	590	1,000	480	590	-41%
Total Operating Expenses		\$32,249	\$34,251	\$46,650	\$42,822	\$41,873	-10%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - FINANCIAL ADMINISTRATION

ACTIVITY - FINANCE AND ACCOUNTING

Operating Expenses

01-2010-50110	Auditing Services: Annual audit of City financial records by independent accounting firm, as required by State Law.
01-2010-50200	Computer Support: Payments for the use of proprietary accounting software and for professional technical assistance.
01-2010-52500	Computer Supplies: Ribbons, paper, memory expansions, additional processing capability, cables, connectors, computer hardware, cords, etc.
01-2010-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies, and materials necessary for the operations of the finance office.
01-2010-53130	Small Equipment: Small equipment needed for the finance and accounting office.
01-2010-53510	Dues & Subscriptions: Membership in various associations and subscriptions for magazines and journals that can enhance the employees' skills.
01-2010-53520	Employee Training: Professional development.
01-2010-53540	Travel & Meetings: Expenses incurred by accounting employees, while on official City business, including attendance at meetings, seminars, and the annual MML convention. Auto mileage, registration fees, meals, parking, tolls, and accommodations are examples of reimbursable expenses.
01-2010-54010	Telephone: Monthly telephone charges and other repair or maintenance costs of telephones in the accounting office (Consolidated under Administration starting FY2016.)
01-2010-54020	Cell Phones: Monthly expense incurred in the use of cell phones including long distance calls (eliminated).
01-2010-54400	Credit Card Service Fees: Monthly fees and commissions incurred for receiving revenues from residents and businesses through credit card payments.
01-2010-54550	Miscellaneous: Expenditures that cannot be logically classified under other categories.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - FINANCE ADMINISTRATION

ACTIVITY - FINANCE AND ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
	<u>CAPITAL OUTLAY</u>						
01-2010-58050	Furniture & Fixtures					\$3,000	100%
01-2010-58100	Computers	\$1,108	\$2,492			4,000	100%
01-2010-58110	Software		3,095				
	Total Capital Expenses	1,108	5,587	0	0	7,000	
TOTAL FINANCE & ADMINISTRATION		\$172,043	\$236,075	\$309,767	\$286,366	\$288,830	-7%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - FINANCIAL ADMINISTRATION

ACTIVITY - FINANCE AND ACCOUNTING

Capital Outlay

01-2010-58050 Furniture & Fixtures: Purchase of new office furniture.

01-2010-58100 Computers: Computer Replacement.

01-2010-58110 Software: New Software.

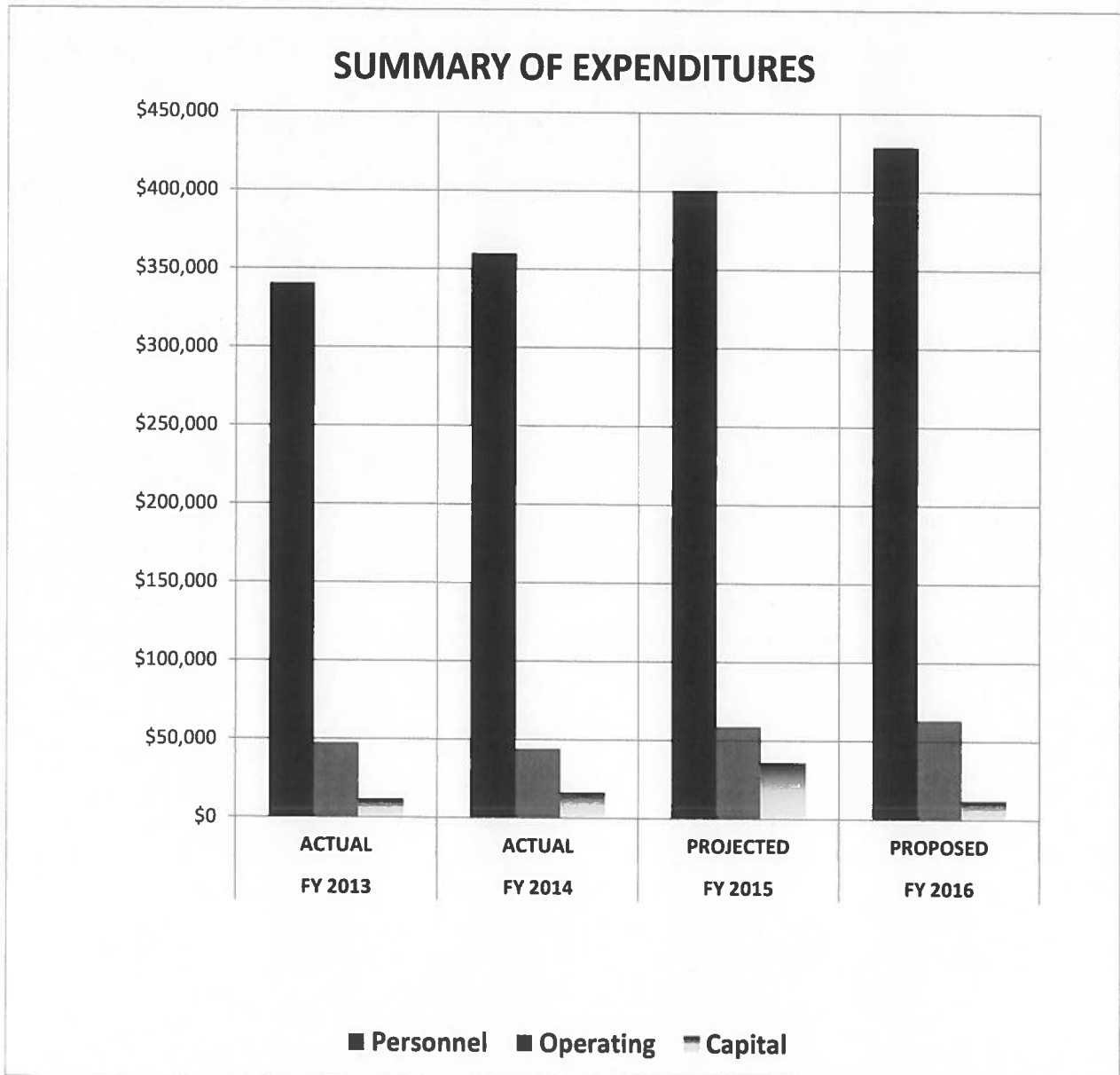


GENERAL GOVERNMENT: CODE ENFORCEMENT SERVICES

MISSION STATEMENT: Prohibit nuisances and disturbing elements which may affect the health and welfare of any person within the City of New Carrollton. To monitor the construction of buildings and the maintenance thereof, and the use of property.

PROGRAM GOALS:

1.To enforce the health and safety codes and ordinances of the City of New Carrollton in a thorough and efficient manner, related to concerns such as chipping and flaking paint on City houses, oversized vehicles, unregistered vehicles, rental housing inspections, building permits, deteriorating structures such as fences and sheds, tall grass and weeds, etc.



**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION -GENERAL GOVERNMENT

ACTIVITY - CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-2510-45400	Employee Services	\$245,466	\$262,266	\$289,852	\$261,572	\$274,035	-5%
01-2510-45650	Overtime				233		
01-2510-46300	F.I.C.A.	18,425	19,729	22,174	18,915	19,799	-11%
01-2510-46500	Health & Life Insurance	40,776	40,195	80,300	83,453	98,224	22%
01-2510-47000	Worker's Compensation	12,291	11,245	25,145	9,279	10,198	-59%
01-2510-48000	Retirement / Pension	23,299	26,176	29,672	26,791	26,033	-12%
Total Personnel Expenses		\$340,257	\$359,611	\$447,143	\$400,243	\$428,289	-4%
<u>POSITIONS</u>							
<u>Full-Time</u>							
	Code Enforcement Director	1	1	1	1	1	
	Asst. Code Enforcement Director	1	1	1	1	1	
	Code Enforcement Officer(s)	2	2	2	2	2	
	Code Enforcement Admin. Asst.	0	1	1	1	1	
	Total Full-Time	4	5	5	5	5	
<u>Part-Time</u>							
	Code Enforcement Officer	1	1	1	1	1	
	Total Part-Time	1	1	1	1	1	
Total Code Enforcement Positions		5	6	6	6	6	

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

**ACTIVITY - CODE ENFORCEMENT
PERSONNEL EXPENSES**

01-2510-45400	Employee Services: Salaries and accruals of Code Enforcement Officers and the Code Enforcement Administrative Assistant.
01-2510-45650	Overtime: Overtime appropriated to Code Enforcement Employees.
01-2510-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-2510-46500	Health & Life Insurance: Provides group health, dental, and life insurance for employees.
01-2510-47000	Worker's Compensation: Provides care for employees injured on the job.
01-2510-48000	Retirement / Pension: State Retirement and Pension System.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>OPERATING EXPENSES</u>							
01-2510-50200	Computer Support			\$6,000		\$6,000	0%
01-2510-50820	Property Clean-Up	\$17,423	\$13,365	39,500	\$21,747	21,891	-45%
01-2510-52130	Vehicle Operation & Maintenance	592	3,503	5,500	3,245	3,800	-31%
01-2510-52140	Vehicle Gasoline Use	12,814	12,038	14,500	11,947	12,795	-12%
01-2510-52190	Insect & Mosquito Control	500	475	500	500	1,600	220%
01-2510-52500	Computer Supplies	1,170	1,011	3,500	1,680	2,000	-43%
01-2510-52520	Office Supplies & Printing	4,295	3,689	6,000	7,955	4,320	-28%
01-2510-52530	Field Supplies	1,295	1,371	1,750	840	1,450	-17%
01-2510-52540	Signs, Notices & Permits	754		1,500	720	450	-70%
01-2510-53130	Small Tools			500	0	0	-100%
01-2510-53510	Dues & Subscriptions	390	390	1,000	770	500	-50%
01-2510-53520	Employee Training	645		5,000	700	1,500	-70%
01-2510-53540	Travel & Meetings	1,442	978	2,000	900	1,000	-50%
01-2510-53550	Empl Substance Testing & Physicals	160	573	750	300		-100%
01-2510-53570	Uniforms	1,254	1,276	1,950	960	1,300	-33%
01-2510-54010	Telephones	1,201	1,337	1,800	2,209		-100%
01-2510-54020	Cell Phones	3,426	3,808	4,200	3,846	4,000	-5%
01-2510-54550	Miscellaneous	46	79	500	200	500	0%
Total Operating Expenses		\$47,407	\$43,893	\$96,450	\$58,519	\$63,106	-35%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - CODE ENFORCEMENT

Operating Expenses

01-2510-50200	Computer Support & Software License: Payments for the use of software license and for professional technical assistance.
01-2510-50820	Property Clean-up: Funds allocated for code violation abatements.
01-2510-52130	Vehicle Operation & Maintenance: Maintenance, operation, painting, repair, and parts such as; tires, batteries, and labor for Code Enforcement Department vehicles.
01-2510-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred for Code Enforcement vehicles.
01-2510-52190	Insect & Mosquito Control: For mosquito control service under contract with Prince George's County and the State of Maryland.
01-2510-52500	Computer Supplies: Ribbons, paper, memory expansions, additional processing capability, cables, connectors, computer hardware, cords, etc.
01-2510-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies, and materials necessary for the operations of the Code Enforcement's assigned responsibilities.
01-2510-52530	Field Supplies: Traffic supplies such as cones, vests, flares, fire extinguishers, and first aid kits.
01-2510-52540	Signs, Notices & Permits: Violation notices, door hangers, etc.
01-2510-53130	Small Tools: Small equipment needed for code enforcement.
01-2510-53510	Dues & Subscriptions: Membership in various associations and subscriptions for magazines and journals that can enhance the employees' skills.
01-2510-53520	Employee Training: Job related training and professional development.

General Government Operating Expense Continued

01-2510-53540	Travel & Meetings: Expenses incurred by employees while on official City business; including court attendance expenses, mileage, parking, tolls, accommodations, etc.
01-2510-53550	Employee Substance Testing & Physicals: Provides for random testing to detect substance abuse and pre-employment physicals (consolidated under Human Resources starting FY2016.).
01-2510-53570	Uniforms: Costs of uniform items necessary during the discharge of duties.
01-2510-54010	Telephones: Monthly expense incurred in the use of office telephones including long distance calls (Consolidated under Administration starting FY2016.)
01-2510-54020	Cell Phones: Monthly expenses incurred in the use of departmental cell phones.
01-2510-54550	Miscellaneous: Expenditures that cannot be logically classified under other categories.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
	<u>CAPITAL OUTLAY</u>						
01-2510-57100	Vehicle		\$16,291				
01-2510-58100	Computers			\$2,500	\$5,808	\$12,000	380%
01-2510-58110	Code Enforcement Software	\$11,636		30,000	30,000		-100%
	Total Capital Expenses	\$11,636	\$16,291	\$32,500	\$35,808	\$12,000	-63%
TOTAL PUBLIC HEALTH - CODE ENFORCEMENT		\$399,300	\$419,795	\$576,093	\$494,570	\$503,395	-13%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

**ACTIVITY - CODE ENFORCEMENT
CAPITAL EXPENSES**

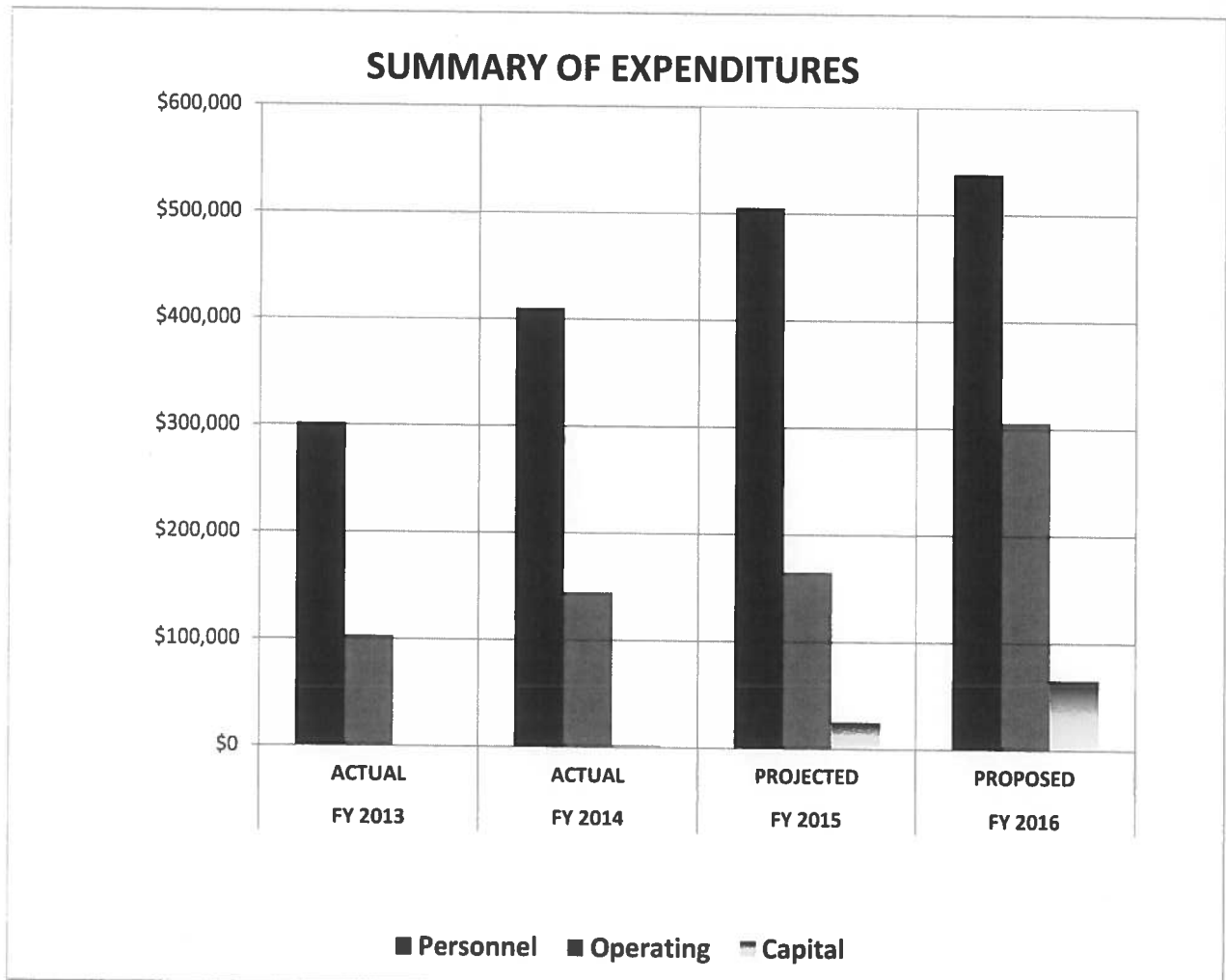
01-2510-57100	Vehicle: To replace old existing Code Enforcement vehicle.
01-2510-58100	Computers: Computer replacement.
01-2510-58110	Code Enforcement Software: To purchase new Code Enforcement Software

PUBLIC SAFETY POLICE ADMINISTRATION

MISSION STATEMENT: The Police Administration is responsible for the oversight of all aspects of the New Carrollton Police Department including the Operations Division and the Support Services Division. Police Administration is responsible for the personnel training, Department computer systems, computer software, Department forms, general orders, special orders, budget preparation and grant management. The Administration operates the Department's Property and Records Section and has direct supervision over the Records Manager, including the City security Programs and records maintenance. The Administration maintains and manages staff services as are necessary to engage in these activities.

PROGRAM GOALS:

1. To enforce the safety codes and ordinances of the City of New Carrollton, Prince George's County, and the State of Maryland in a thorough and efficient manner.
2. To assist Code Enforcement in the performance of their duties and give directions to different Police Departments under the Police Administration.



**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3010-45300	Police Chief	\$78,393	\$79,493	\$85,405	\$88,058	\$90,000	5%
01-3010-45400	Employee Services	143,335	225,127	297,626	269,336	283,987	-5%
01-3010-45650	Overtime - Employee Services	756	2,632	6,500	3,465	3,569	-45%
01-3010-46300	F.I.C.A.	16,699	23,056	29,799	27,346	28,612	-4%
01-3010-46500	Health & Life Insurance	30,621	32,448	69,200	61,456	72,334	5%
01-3010-47000	Worker's Compensation	14,954	17,843	32,488	18,920	23,299	-28%
01-3010-48000	Retirement / Pension	16,603	29,130	40,010	36,287	35,868	-10%
Total Personnel Expenses		\$301,361	\$409,728	\$561,028	\$504,868	\$537,668	-4%
<u>POSITIONS</u>							
<u>Full-Time</u>							
	Police Chief	1	1	1	1	1	
	Police Captain	0	0	1	1	1	
	Police Lieutenant	1	0	0	0	0	
	Police Sergeant-C.I.D	0	1	1	1	1	
	Administrative Asst.	2	2	3	3	3	
<u>Part-Time</u>							
	Property Officer	0	0	1	1	1	
Total Police Admin. Positions		4	4	7	7	7	

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC SAFETY

**ACTIVITY - POLICE ADMINISTRATION
PERSONNEL EXPENSES**

01-3010-45300	Police Chief: Annual salary.
01-3010-45400	Employee Services: Salaries and accruals of Administrative Employees.
01-3010-45650	Overtime - Employees Services: Funds available for work performed beyond regular work week for Administrative Employees.
01-3010-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3010-46500	Health & Life Insurance: Provides group health, dental, and life insurance for employees.
01-3010-47000	Worker's Compensation: Provides care for employees injured on the job.
01-3010-48000	Retirement / Pension: State Retirement and Pension System.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
OPERATING EXPENSES							
01-3010-50700	General Liability Insurance		\$25,291	\$29,000	\$28,672	\$29,000	0%
01-3010-50710	Auto Insurance		22,545	21,000	19,500	18,000	-14%
01-3010-52100	Building Maintenance & Repair			25,000	9,326	9,326	-63%
01-3010-52110	Office Equipment Maint. & Repair	348	1,534	1,500	945	1,239	-17%
01-3010-52130	Vehicle Operation & Maintenance	4,571	6,009	5,500	5,913	34,000	518%
01-3010-52140	Vehicle Gasoline Use	9,474	9,284	9,500	9,500	67,000	605%
01-3010-52500	Computer Supplies	1,433	1,522	1,500	1,221	1,371	-9%
01-3010-52510	Pantry Supplies	1,374	2,118	3,000	3,000	3,000	0%
01-3010-52520	Office Supplies & Printing	4,878	2,757	5,000	4,642	8,000	60%
01-3010-53130	Small Equipment		651	1,750			-100%
01-3010-53510	Dues & Subscriptions	775	1,366	1,500	1,749	1,557	4%
01-3010-53520	Employee Training	4,496	514	2,000	2,000	2,000	0%
01-3010-53540	Travel & Meetings	2,490	2,436	3,500	3,975	3,206	-8%
01-3010-53550	Employee Substance Testing & Physicals	35	982	1,200	91		-100%
01-3010-53570	Uniforms	2,855	2,803	3,000	3,000	25,100	737%
01-3010-54010	Telephones	1,826	1,514	2,500	1,536	7,200	188%
01-3010-54020	Cell Phones	3,243	5,442	3,500	8,067	30,600	774%
01-3010-54080	Courier Services	1,380	1,763	2,000	1,944	1,854	-7%
01-3010-54445	Community Promotion			8,800	13,570	10,000	14%
01-3010-54450	Neighborhood Watch	3,578				2,000	100%
01-3010-54495	Vehicle Control Fine - Service Fees	59,187	53,958	56,000	43,870	48,914	-13%
01-3010-54550	Miscellaneous	906	1,895	2,000	2,458	2,177	9%
Total Operating Expenses		\$102,849	\$144,384	\$188,750	\$164,979	\$305,544	62%

FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE ADMINISTRATION

Operating Expenses

01-3010-50700	General Liability Insurance: General insurance covers City's Police Officer's liability and buildings.
01-3010-50710	Auto Insurance: Policies protecting City in the event of claims for bodily injuries and property damages due to auto accident.
01-3010-52100	Building Maintenance & Repair: Any costs associated with repairs such as labor, supplies, and maintenance materials to upkeep the buildings in good condition (Interior or exterior painting, pest control, electrical work, plumbing, heating repair, ventilation, air condition repair, etc.).
01-3010-52110	Office Equipment Maint. & Repair: Maintenance, operation, and repair of office equipment.
01-3010-52130	Vehicle Operation & Maintenance: Maintenance, operation, painting, repairs, and parts such as; tires, batteries, and labor for police department vehicles.
01-3010-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred for operating police vehicles.
01-3010-52500	Computer Supplies: Ribbons, paper, memory expansions, additional processing capability, cables, connectors, computer hardware, cords, etc.
01-3010-52510	Pantry Supplies: Cost associated with purchase of sugar, coffee, tea, water, and other supplies for the Police Department break room.
01-3010-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies, and materials necessary for the operations of the Police Administration.
01-3010-53130	Small Equipment: Small equipment needed for the Police Force.
01-3010-53510	Dues & Subscriptions: Memberships in various associations and subscriptions for magazines and journals that can enhance the employee's skills.
01-3010-53520	Employee Training: Job related training seminars to develop staff capabilities and funds allocated for staff professional development.

Public Safety Operating Expense Continued

01-3010-53540	Travel & Meetings: Expenses incurred by employees while on official City business; including court attendance expenses, mileage, parking, tolls, accommodations, etc.
01-3010-53550	Employee Substance Testing & Physicals: Provides for random testing to detect substance abuse and pre-employment physicals (consolidated under Human Resources starting FY 2016.)
01-3010-53570	Uniforms: Costs of uniform items necessary during the discharge of duties.
01-3010-54010	Telephones: Monthly expenses incurred in the use of office telephones including long distance calls.
01-3010-54020	Cell Phones: Monthly expenses incurred in the use of cell phones.
01-3010-54080	Courier Services: Cost of courier service to deliver important letters and packets.
01-3010-54445	Community Promotion: National Night Out, Santa with a badge, and NCPD Awards Banquet.
01-3010-54450	Neighborhood Watch: Expenses incurred with organizing citizens to prevent crime and vandalism prevention.
01-3010-54495	Vehicle Control Fine - Service Fees: This expenditure is an offset by revenues described in Vehicle Control Fine and Towing, due to the service fees paid to the collection agency at 14% of the collection.
01-3010-54550	Miscellaneous: Expenditures that cannot be logically classified under other categories.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		FY 2016 PROPOSED	BUDGET FY 2016-2015 PCT CHG
				FY 2015 BUDGETED	FY 2015 PROJECTED		
	<u>CAPITAL OUTLAY</u>						
01-3010-57100	Vehicles					\$25,000	100%
01-3010-58100	Computers		\$790	\$25,000	\$25,000	4,500	-82%
01-3010-58120	Body Camera		1,629	5,000		6,000	20%
01-3010-58130	Live Scan Finger Print System			13,950			
01-3010-58140	Highway Message Trailer					30,000	
	Total Capital Expenses	\$0	\$2,419	\$43,950	\$25,000	\$65,500	49%
TOTAL POLICE ADMINISTRATION		\$404,210	\$556,531	\$793,728	\$694,847	\$908,712	14%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC SAFETY

**ACTIVITY - POLICE ADMINISTRATION
CAPITAL EXPENSES**

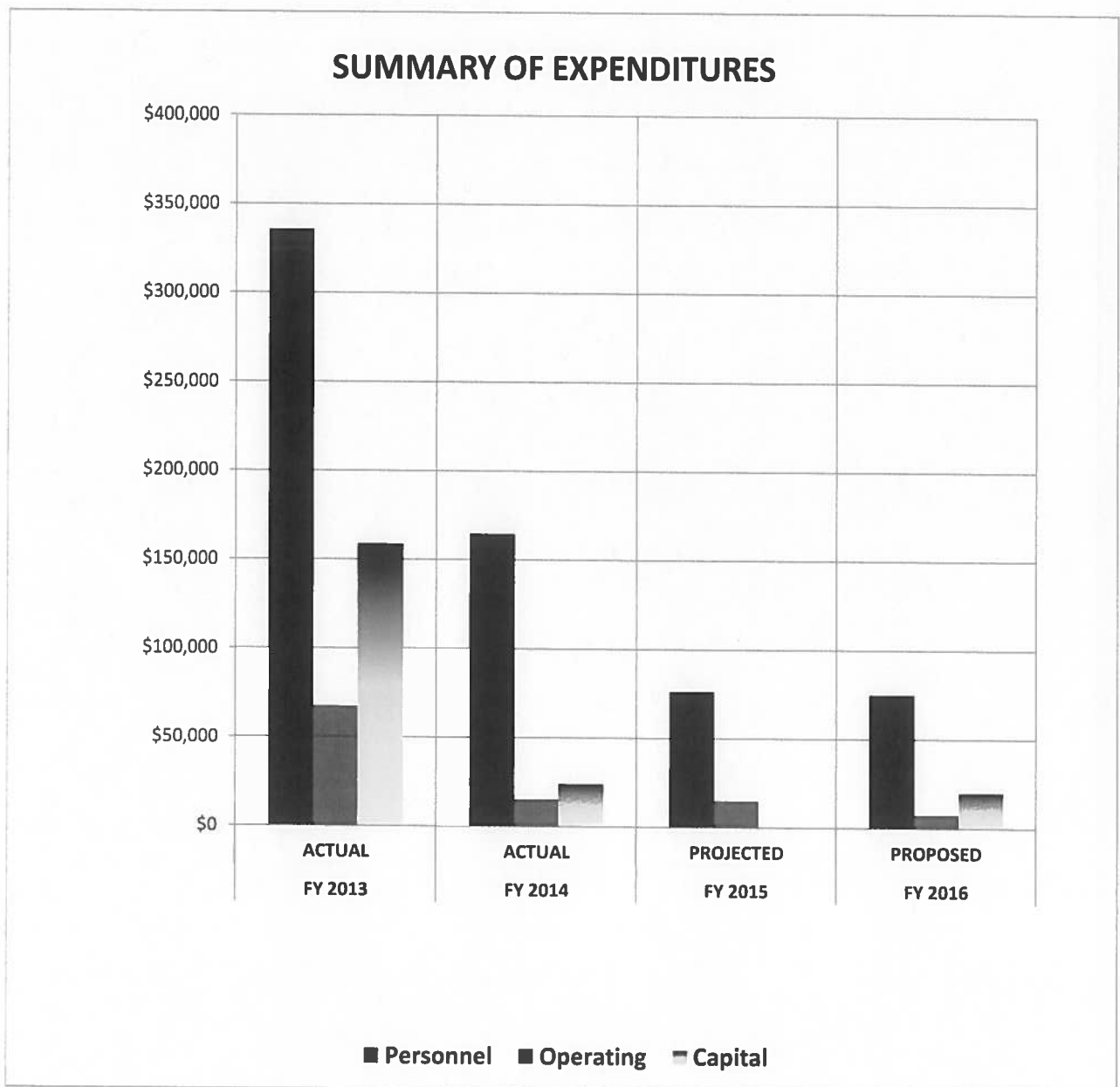
01-3010-57100	Vehicles: Purchase of vehicle(s) for the police force.
01-3010-58100	Computers: Computer Replacement.
01-3010-58120	Body Cameras: Purchase of new body cameras for the police officers.
01-3010-58130	Live Scan Finger Print System: Purchase of a new system to do electronic fingerprinting.
01-3010-58140	Highway Message Trailer: Mobile highway message sign for use during emergencies or other important situations.

PUBLIC SAFETY SPEED CAMERAS

MISSION STATEMENT: To protect students attending the City's five (5) schools by enforcing speed limits in school zones with portable speed cameras, in accordance with Chapter 500 (Senate Bill 277) effective October 1, 2009.

PROGRAM GOALS:

1. To protect and ensure the safety of school children who attend city schools through traffic control in and around the schools.
2. To reduce speeding in school zones by enforcing the speed limit laws in the school zones throughout the city in a thorough and efficient manner.



**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE SPEED CAMERAS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3030-45400	Employee Services	\$238,928	\$117,396	\$49,040	\$46,616	\$43,126	-12%
01-3030-45650	Overtime - Police Officers	6,236	454	1,000			-100%
01-3030-46300	F.I.C.A.	18,132	8,703	3,828	3,674	3,399	-11%
01-3030-46500	Health & Life Insurance	34,838	15,417	18,000	17,492	20,588	14%
01-3030-47000	Worker's Compensation	17,225	11,154	1,333	3,759	3,651	174%
01-3030-48000	Retirement / Pension	20,168	11,276	4,606	4,616	4,097	-11%
Total Personnel Expenses		\$335,527	\$164,401	\$77,807	\$76,156	\$74,860	-4%
<u>POSITIONS</u>							
<u>Full-Time</u>							
	Police Captain	1	1	0	0	0	
	Police Officers (C.P.L.)	0	0	1	1	1	
	Police Officers	2	2	0	0	0	
	Administrative Asst.	1	1	0	0	0	
<u>Part-Time</u>							
	Accounting Clerk	1	1	0	0	0	
	Administrative Asst.	1	1	0	0	0	
Total Police Service Positions		6	6	1	1	1	

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE SPEED CAMERAS

Personnel Expenses

01-3030-45400	Employee Services: Annual compensation and accruals appropriated for employee services.
01-3030-45650	Overtime - Police Officers: Funds available for work performed beyond the regular work.
01-3030-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3030-46500	Health & Life Insurance: Provides group health, dental, and life insurance for employees.
01-3030-47000	Worker's Compensation: Provides care for employees injured on the job.
01-3030-48000	Retirement / Pension: State Retirement and Pension System.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE SPEED CAMERAS

ACCOUNT NUMBER		FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3030-50200	Computer & IT Support	\$3,795	\$2,400	\$2,500	\$480	\$1,440	-42%
01-3030-50300	Legal Services			5,000	5,000	5,000	0%
01-3030-50700	General Liability Insurance	18,780					
01-3030-50710	Auto Insurance	19,270					
01-3030-50720	Public Officials Liability & Bonding	2,500		2,500			-100%
01-3030-52110	Office Equipment Maint. & Repair	343					
01-3030-52130	Vehicle Operation & Maintenance	3,803	(12)	500			-100%
01-3030-52140	Vehicle Gasoline Use	11,361	6,651	5,000	4,094		-100%
01-3030-52520	Office Supplies & Printing	800		500			-100%
01-3030-52530	Field Supplies	379		1,000	1,000	1,000	0%
01-3030-53510	Dues & Subscriptions	545					
01-3030-53550	Employee Substance Testing & PI	240	270	500			-100%
01-3030-53570	Uniforms	100	1,518	800	800		-100%
01-3030-54010	Telephones	1,854	792	1,200	881		-100%
01-3030-54020	Cell Phones	3,554	3,579	1,200	2,613		-100%
Total Operating Expenses		\$67,324	\$15,198	\$20,700	\$14,867	\$7,440	-64%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE SPEED CAMERAS

Operating Expenses

01-3030-50200	Computer & IT Support: Professional and technical assistance for the City's Police Department's main computer system and the networking of the computer for the speed camera system.
01-3030-50300	Legal Services: Funds allocated for city legal expenses involving police officer disciplinary matters.
01-3030-50700	General Liability Insurance: General insurance mainly covers the City's buildings, inventories, etc.
01-3030-50710	Auto Insurance: Policies protecting City in the event of claims for bodily injuries and property damages due to auto accident.
01-3030-50720	Public Officials Liability & Bonding: Includes employee dishonesty, and professional liability insurance for officials and staff.
01-3030-52110	Office Equipment Maint. & Repair: Maintenance and repair of office equipment such as copier machines, printers, etc.
01-3030-52130	Vehicle Operation & Maintenance: Maintenance, operation, painting, repair, and parts such as; tires, batteries, and labor for police department vehicles. (Consolidated under Public Safety Administration starting FY2016.)
01-3030-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred. (Consolidated under Public Safety Administration starting FY2016.)
01-3030-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies and materials necessary for the operations of the Police Speed Cameras Department.
01-3030-52530	Field Supplies: Traffic supplies such as cones, vests, flares, fire extinguishers, and first aid kits.
01-3030-53510	Dues & Subscriptions: Membership in various associations that can enhance the police force skills.

Public Safety Operating Expense Continued

- 01-3030-53550** **Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals (consolidated under Human Resources starting FY 2016.)
- 01-3030-53570** **Uniforms:** Costs of uniform items necessary during the discharge of duties.
- 01-3030-54010** **Telephones:** Monthly expenses incurred in the use of office telephones including long distance calls (Consolidated under Police Administration starting FY 2016.)
- 01-3030-54020** **Cell Phones:** Monthly expenses incurred in the use of cell phones including long distance calls.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE SPEED CAMERAS

ACCOUNT NUMBER		FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
	<u>CAPITAL OUTLAY</u>						
01-3030-57010	Building Security System	\$25,071	\$12,146				
01-3030-57100	Vehicles	112,028					
01-3030-57360	Vehicle Equipment	19,753					
01-3030-57370	Motorola Vehicle Radios	1,859					
01-3030-57380	Defibrillators		12,000				
01-3030-57390	Phasers					\$20,000	100%
	Total Capital Expenses	\$158,711	\$24,146	\$0	\$0	\$20,000	
TOTAL POLICE SPECIAL OPERATION		\$561,562	\$203,745	\$98,507	\$91,023	\$102,300	-52%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC SAFETY

**ACTIVITY - POLICE SPEED CAMERAS
CAPITAL EXPENSES**

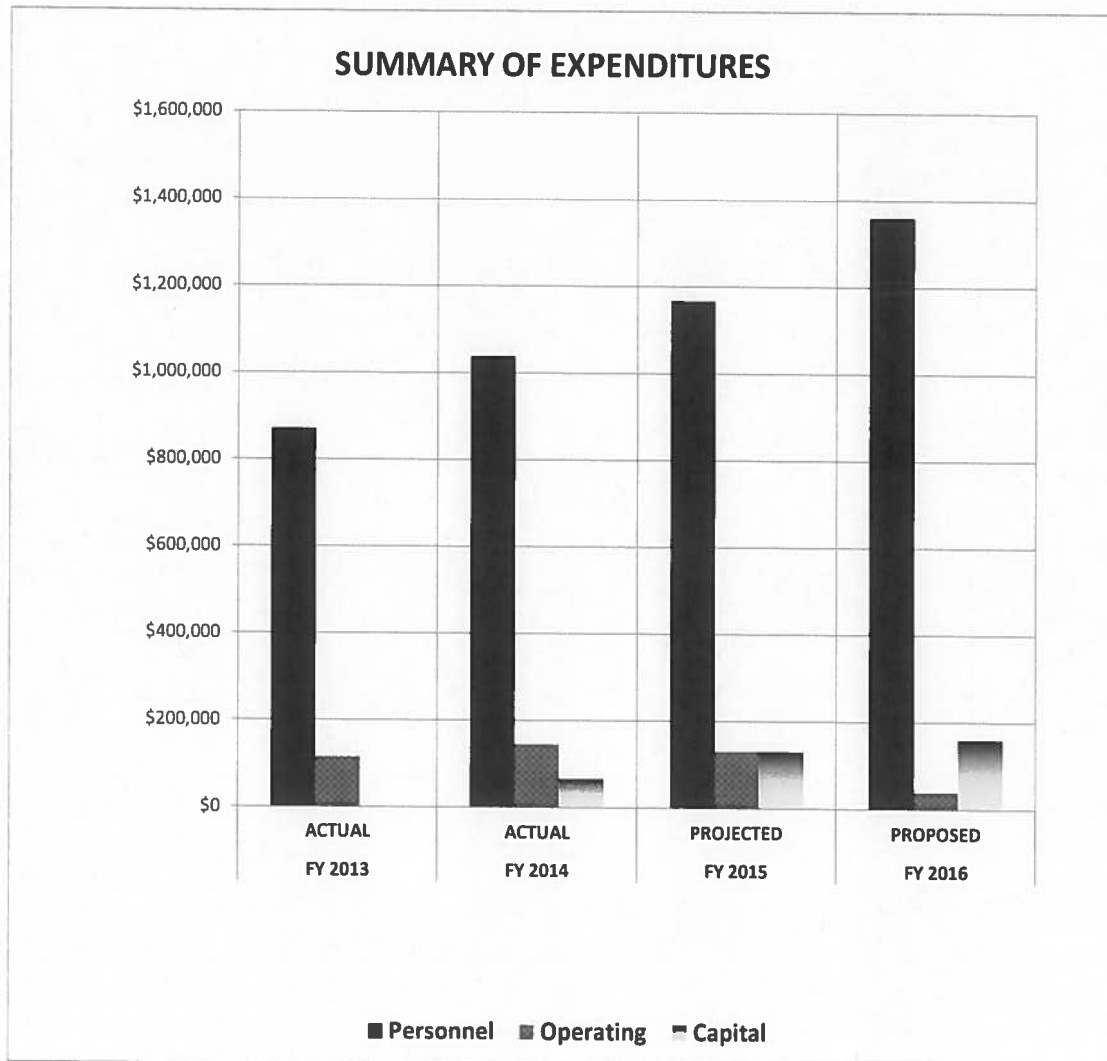
01-3030-57010	Building Security System: Purchase and install security cameras to protect the government building, equipment and employees.
01-3030-57100	Vehicles: Purchase of vehicle(s) for the police force.
01-3030-57360	Vehicle Equipment: Equipment for the police cars.
01-3030-57370	Motorola Vehicle Radios: Purchase of radio equipment from Motorola for the police cars.
01-3030-57380	Defibrillators: Purchase of new defibrillators.
01-3030-57390	Phasers: Purchase of new Phasers.

PUBLIC SAFETY POLICE PATROL SERVICE

MISSION STATEMENT: The New Carrollton Police Department has the duty and power to enforce ordinances of the city, state and federal laws for the purpose of protecting person, and property and for the preservation of the peace of the community. To these ends the Department engages in patrol, prevention and presentation of evidence, enforcement of traffic laws, and investigation of traffic accidents.

PROGRAM GOALS:

1. To enforce the safety codes and ordinances of the City of New Carrollton, Prince George's County and the State of Maryland in a thorough and efficient manner.
2. To assist Code Enforcement in the performance of their duties.



**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE PATROL

ACCOUNT NUMBER	DESCRIPTION	FY 2013	FY 2014	(thru Amend 2)		BUDGET	
		ACTUAL	ACTUAL	FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3040-45400	Employee Services	\$532,746	\$651,318	\$754,430	\$704,963	\$799,022	6%
01-3040-45410	Employee Services-State Grant	44,266	48,299	16,300	47,466	48,890	200%
01-3040-45650	Overtime - Police Officers	28,253	34,497	26,250	39,097	40,270	53%
01-3040-45660	Overtime - 450 Annapolis Corridor	13,684					
01-3040-45680	Court Appearance - Overtime	4,596	6,719	10,000	10,000	10,000	0%
01-3040-45690	Evening Differential					7,500	100%
01-3040-46120	School Bus Grant	3,700	4,300	4,000	2,773	4,000	0%
01-3040-46130	Crime Control Prevention Grant	4,586	5,937	6,000	6,304	0	-100%
01-3040-46300	F.I.C.A.	48,487	56,162	61,252	59,580	66,862	9%
01-3040-46500	Health & Life Insurance	73,183	90,651	155,000	164,520	221,304	43%
01-3040-47000	Worker's Compensation	62,303	70,119	104,765	63,957	75,363	-28%
01-3040-48000	Retirement / Pension	54,041	69,334	78,972	67,762	86,420	9%
Total Personnel Expenses		\$869,845	\$1,037,334	\$1,216,969	\$1,166,422	\$1,359,630	12%
<u>POSITIONS</u>							
<u>Full-Time</u>							
	Police Lieutenant	1	2	2	2	2	
	Police Sergeant	2	3	4	4	4	
	Police Corporal	3	1	4	4	4	
	Private First Class Officers	2	5	3	3	6	
	Police Officers	4	2	1	1	0	
Total Police Service Positions		12	13	14	14	16	

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE PATROL

Personnel Expenses

01-3040-45400	Employee Services: Annual compensation and accruals appropriated for employee services.
01-3040-45410	Employee Services-State Grant: Annual compensation and accruals appropriated for Police Officers hired on state grant.
01-3040-45650	Overtime - Police Officers: Funds allocated for Police Officer overtime.
01-3040-45660	Overtime-450 Annapolis Corridor: As part of annexation of 450 Annapolis Road, funds are appropriated to pay Police Officer overtime.
01-3040-45680	Court Appearance - Overtime: Funds allocated for Police Officers who have to attend court beyond the regular working hours.
01-3040-45690	Evening Differential: Funds allocated for Police Officers who work the overnight shift 6 P.M. to 6 A.M.
01-3040-46120	School Bus Grant: Grant available to pay Officers' salaries for enforcement of safety around school buses and the boarding and unloading school children.
01-3040-46130	Crime Control & Prevention Grant: Grant available to prevent the driving under the influence of drug and alcohol.
01-3040-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3040-46500	Health & Life Insurance: Provides group health, dental, and life insurance for employees.
01-3040-47000	Worker's Compensation: Provides care for employees injured on the job.
01-3040-48000	Retirement / Pension: State Retirement and Pension System.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE PATROL

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3040-52130	Vehicle Operation & Maintenance	\$24,436	\$27,960	\$23,000	\$23,000		-100%
01-3040-52140	Vehicle Gasoline Use	29,896	39,223	50,000	39,374		-100%
01-3040-52520	Office Supplies & Printing	5,505	4,204	6,500	4,053		-100%
01-3040-52530	Field Supplies	16,020	6,808	8,500	8,500	8,500	0%
01-3040-53130	Small Equipment	1,949	4,000	4,000	4,000	4,000	0%
01-3040-53140	Weapons	5,340	7,435	9,500	3,969	7,500	-21%
01-3040-53180	Car to Car Radios			3,500			-100%
01-3040-53520	Employee Training	4,627	10,434	15,500	12,053	15,500	0%
01-3040-53540	Travel & Meetings	1,129	206	3,500	200	203	-94%
01-3040-53550	Employee Substance Testing & Physic.	2,974	5,969	7,500	454		-100%
01-3040-53570	Uniforms	3,849	17,186	19,159	15,657		-100%
01-3040-54010	Telephones	2,027	2,500	2,800	3,074		-100%
01-3040-54020	Cell Phones	15,028	15,250	16,500	15,000		-100%
01-3040-54550	Miscellaneous	1,155	3,412	2,500	753	2,082	-17%
Total Operating Expenses		\$113,935	\$144,587	\$172,459	\$130,085	\$37,785	-78%

FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE PATROL

Operating Expenses

01-3040-52130	Vehicle Operation & Maintenance: Maintenance, operation, painting, repair, and parts such as; tires, batteries, and labor for police department vehicles. (Consolidated under Public Safety Administration starting FY2016.)
01-3040-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred for police vehicles. (Consolidated under Public Safety Administration starting FY2016.)
01-3040-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies, and materials necessary for the operations of the Police Department.
01-3040-52530	Field Supplies: Traffic supplies such as cones, vests, flares, fire extinguishers, and first aid kits.
01-3040-53130	Small Equipment: Small equipment needed for police force.
01-3040-53140	Weapons: Cost of weapons such as long guns, hand guns, rifles, radars, and Tasers.
01-3040-53180	Car to Car Radios: Cost of car to car radios for police officers on duty.
01-3040-53520	Employee Training: Job related training seminars to develop staff capabilities and professional development.
01-3040-53540	Travel & Meetings: Expenses incurred by employees while on official City business; including court attendance expenses, mileage, parking, tolls, accommodations, etc.
01-3040-53550	Employee Substance Testing & Physicals: Provides for random testing to detect substance abuse and pre-employment physicals (consolidated under Human Resources starting FY 2016.)
01-3040-53570	Uniforms: Costs of uniform items necessary during the discharge of duties.
01-3040-54010	Telephones: Monthly expenses incurred in the use of office telephones including long distance calls (consolidated under Police Administration starting FY 2016.).

Public Safety Operating Expense Continued

- 01-3040-54020** **Cell Phones:** Monthly expenses incurred in the use of cell phones including long distance calls.
- 01-3040-54550** **Miscellaneous:** Expenditures that cannot be logically classified under other categories.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE PATROL

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
	CAPITAL OUTLAY						
01-3040-57100	Vehicles - Car		\$24,024	\$90,000	\$90,000	\$75,000	-17%
01-3040-57360	Vehicle Equipment			6,000	15,000	26,000	333%
01-3040-58100	Computers		23,182		6,000	6,000	100%
01-3040-58110	Police Body Cameras & Scanners		8,029		5,000	5,000	100%
01-3040-58150	Police Radars & Radios		11,098	14,000	14,000	8,000	-43%
01-3040-58180	License Plate Reader					40,000	100%
	Total Capital Expenses	\$0	\$66,333	\$110,000	\$130,000	\$160,000	45%
TOTAL POLICE PATROL SERVICE		\$983,780	\$1,248,254	\$1,499,428	\$1,426,507	\$1,557,415	4%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE PATROL

CAPITAL EXPENSES

01-3040-57100	Vehicles - Car: Purchase of vehicle(s) for the police force.
01-3040-57360	Vehicle Equipment: Equipment for the police cars.
01-3040-58100	Computers: Computer Replacement.
01-3040-58110	Police Body Cameras & Scanners: Purchase of new body Cameras and Scanners.
01-3040-58150	Police Radars and Radios: Purchase of new radars and radios.
01-3040-58180	License Plate Reader: Purchase of License Plate Reader.

PUBLIC SAFETY PARKING AND ANIMAL CONTROL ENFORCEMENT

MISSION STATEMENT- Parking Enforcement: Parking Enforcement Officers are responsible for patrolling the City in a vehicle to enforce motor vehicle parking regulations they issue warnings or citations for illegal parking by entering information into a hand-held computer, and direct vehicular and pedestrian traffic at a specific intersection or other specified location when needed.

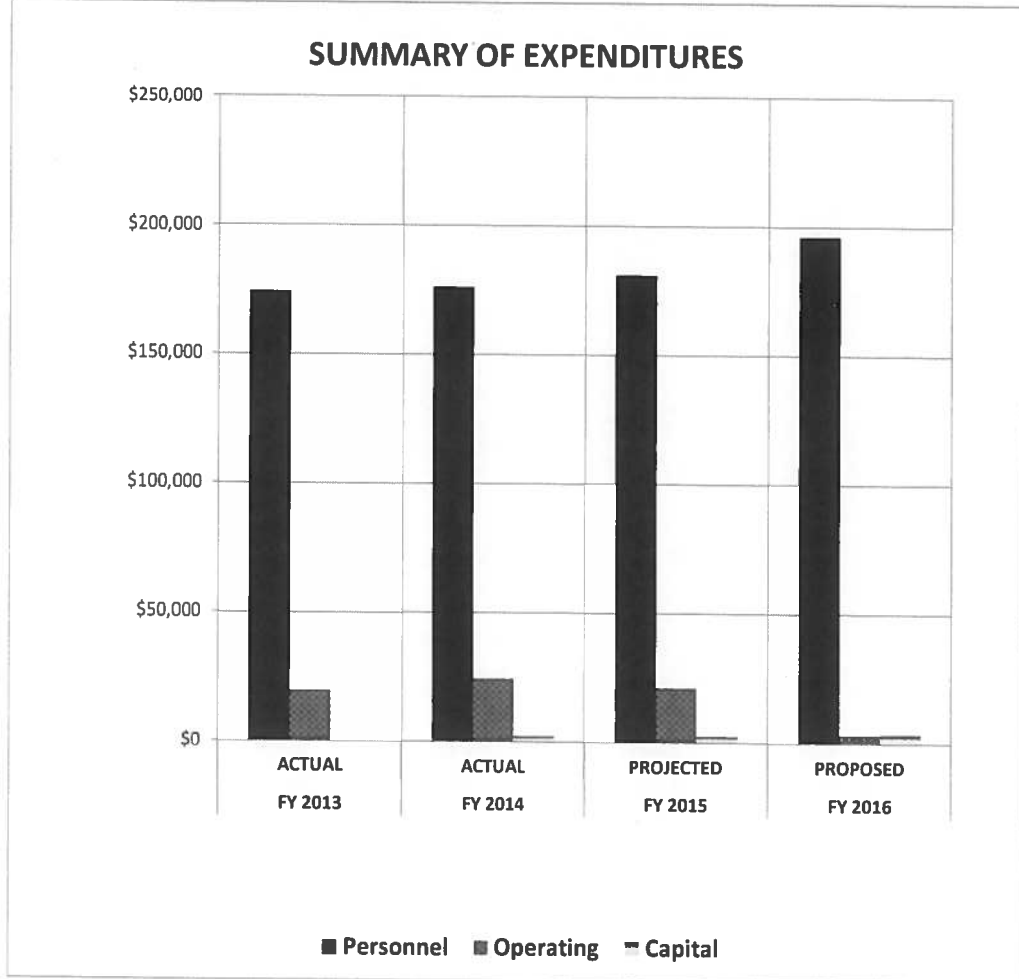
PROGRAM GOALS:

To enforce parking codes and ordinances of the City of New Carrollton, Prince George's County, and the State of Maryland in a thorough and efficient manner.

MISSION STATEMENT- The Animal Control Section is responsible for the enforcement of City Ordinances, County, and State Laws pertaining to animals and serves as the contact point for the public in regards to animal problems and issues. The Animal Control Section strives to assure the protection, health, and safety of animals and people (in animal related issues) through education and if necessary, enforcement of regulations.

PROGRAM GOALS:

Enforce Animal Control Ordinance to assure the safety, and health of citizens and animals in the City.



**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - PARKING & ANIMAL CONTROL ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		FY 2016 PROPOSED	BUDGET FY 2016-2015 PCT CHG
				FY 2015 BUDGETED	FY 2015 PROJECTED		
<u>PERSONNEL EXPENSES</u>							
01-3050-45400	Employee Services	\$120,053	\$125,092	\$133,621	\$122,008	\$126,723	-5%
01-3050-45650	Overtime	99	795	1,200	1,520	1,566	30%
01-3050-46300	F.I.C.A.	8,585	8,956	10,314	8,799	9,138	-11%
01-3050-46500	Health & Life Insurance	26,670	22,110	44,300	34,649	40,782	-8%
01-3050-47000	Worker's Compensation	7,696	6,706	17,864	5,216	5,688	-68%
01-3050-48000	Retirement / Pension	11,146	12,393	13,707	8,693	12,187	-11%
Total Personnel Expenses		\$174,249	\$176,052	\$221,006	\$180,883	\$196,083	-11%
<u>POSITIONS</u>							
<u>Full-Time</u>							
	Parking Enf. Officer	0	2	2	2	2	
	Animal Control Officer	0	1	1	1	1	
<u>Part Time</u>							
Total Police Service Positions		0	3	3	3	3	

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC SAFETY

**ACTIVITY - PARKING & ANIMAL CONTROL
ENFORCEMENT**

Personnel Expenses

01-3050-45400	Employee Services: Annual compensation and accruals appropriated for employee services.
01-3050-45650	Overtime: Funds available for work performed beyond the regular work.
01-3050-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3050-46500	Health & Life Insurance: Provides group health, dental, and life insurance for employees.
01-3050-47000	Worker's Compensation: Provides care for employees injured on the job.
01-3050-48000	Retirement / Pension: State Retirement and Pension System.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - PARKING & ANIMAL CONTROL ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3050-52130	Vehicle Operation & Maint	\$5,475	\$5,395	\$5,100	\$5,000		-100%
01-3050-52140	Vehicle Gasoline Use	7,453	10,206	12,500	8,213		-100%
01-3050-52520	Office Supplies & Printing	2,798	528	3,500	31		-100%
01-3050-52530	Field Supplies	345	2,809	4,200	2,500	\$3,000	-29%
01-3050-53520	Employee Training	20		1,000			-100%
01-3050-53550	Empl Substance Test & Physical:	250	259	500	91		-100%
01-3050-53570	Uniforms	700	1,486	3,500	1,330		-100%
01-3050-54010	Telephones	747	877	750	1,425		-100%
01-3050-54020	Cell Phones	1,913	2,674	2,950	2,505		-100%
Total Operating Expenses		\$19,701	\$24,234	\$34,000	\$21,094	\$3,000	-91%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC SAFETY

**ACTIVITY - PARKING & ANIMAL CONTROL
ENFORCEMENT**

Operating Expenses

01-3050-52130	Vehicle Operation & Maintenance: Maintenance, operation, painting, repair, and parts such as; tires, batteries, and labor for parking enforcement department vehicles. (Consolidated under Public Safety Administration starting FY2016.)
01-3050-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred for police vehicles. (Consolidated under Public Safety Administration starting FY2016.)
01-3050-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies, and materials necessary for the operations of the parking enforcement department.
01-3050-52530	Field Supplies: Traffic supplies such as cones, vests, flares, fire extinguishers, and first aid kits.
01-3050-53520	Employee Training: Job related training seminars to develop staff capabilities, including computer training.
01-3050-53550	Employee Substance Testing & Physicals: Provides for random testing to detect substance abuse and pre-employment physicals (consolidated under Human Resources starting FY 2016.)
01-3050-53570	Uniforms: Costs of uniform items necessary during the discharge of duties.
01-3050-54010	Telephones: Monthly expenses incurred in the use of office telephones including long distance calls (consolidated under Police Administration starting FY 2016.)
01-3050-54020	Cell Phones: Monthly expenses incurred in the use of cell phones including long distance calls.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - PARKING & ANIMAL CONTROL ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET			
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG		
<u>CAPITAL OUTLAY</u>									
01-3050-58100	Computers		\$2,199		\$2,500	\$3,500	100%		
	Total Capital Expenses	\$0	\$2,199	\$0	\$2,500	\$3,500			
TOTAL PARKING & ANIMAL CONTROL ENFORCEMENT				\$193,950	\$202,485	\$255,006	\$204,477	\$202,583	-21%

FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - PUBLIC SAFETY

ACTIVITY - PARKING & ANIMAL CONTROL
ENFORCEMENT

Capital Expenses

01-3050-58100 **Computers:** Purchase of computer(s) for parking enforcement officer.

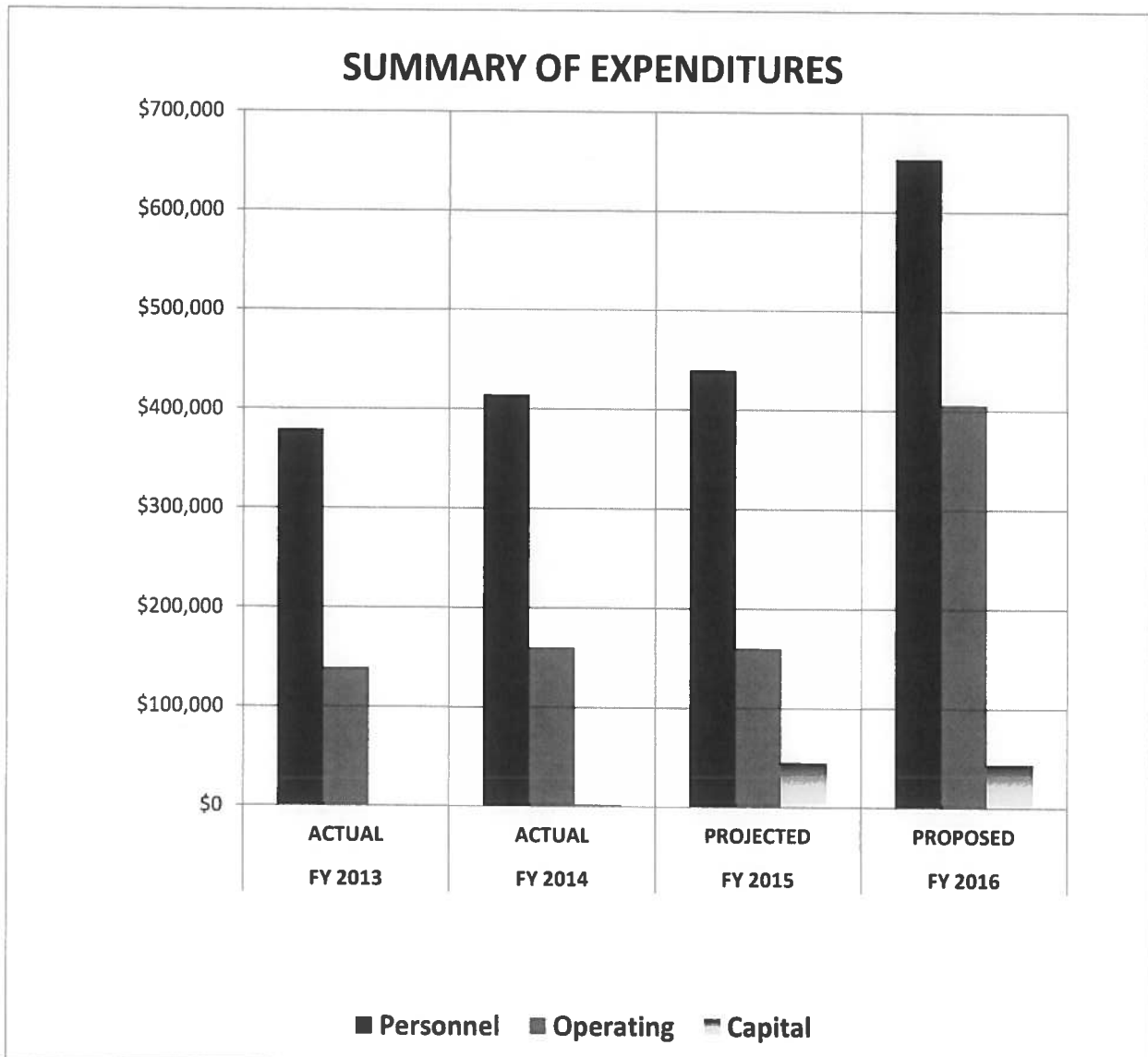


PUBLIC WORKS ADMINISTRATION GENERAL MANAGEMENT:

MISSION STATEMENT: To plan, manage, and administer all activities in the department to effect the most efficient and economical operation in all functions the department performs. This includes: maintaining records on personnel, equipment, and work volumes; responding to citizen concerns in a timely manner; coordinating with County and State programs, e.g., recycling, solid waste, and urban forestry. In addition, develop training opportunities for employees so they can stay abreast of technological advances and service delivery methods. Fleet maintenance continues to be proactive to ensure equipment downtime does not interfere with City services. This is achieved through an intense preventative maintenance program that is contracted out to a private vendor.

PROGRAM GOALS:

1. Continue improving automated records management.
2. Continue with an intense preventative maintenance program.



**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3510-45300	P.W. Director	\$77,693	\$93,629	\$80,018	\$80,018	\$84,400	5%
01-3510-45400	Employee Services	192,737	213,915	239,320	230,915	363,666	52%
01-3510-45650	Overtime	7,517	2,092	4,500	4,971	5,120	14%
01-3510-46300	F.I.C.A.	21,157	23,069	24,774	22,885	32,830	33%
01-3510-46500	Health & Life Insurance	38,184	38,872	69,200	62,214	109,839	59%
01-3510-47000	Worker's Compensation	14,124	13,220	20,694	9,591	14,448	-30%
01-3510-48000	Retirement / Pension	27,346	29,178	32,630	28,788	43,053	32%
Total Personnel Expenses		\$378,758	\$413,976	\$471,136	\$439,382	\$653,356	39%
<u>POSITIONS</u>							
<u>Full-Time</u>							
	Public Works Director	1	1	1	1	1	
	Assistant Director	1	1	1	1	1	
	Senior Mechanic	1	1	1	1	1	
	Mechanic	1	1	1	1	2	
	Office Manager	1	1	1	1	1	
	Receptionist	0	0	0	0	1	
	Bus Driver	0	0	0	0	1	
	Custodian	1	1	1	1	1	
Total P.W. Admin Positions		6	6	6	6	9	

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

**ACTIVITY - ADMINISTRATION
PERSONNEL EXPENSES**

01-3510-45300	P.W. Director: Annual salary.
01-3510-45400	Employee Services: Salaries and accruals paid to public works Administrative Employees.
01-3510-45650	Overtime: Compensation for overtime.
01-3510-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3510-46500	Health & Life Insurance: Provides group health, dental, and life insurance for employees.
01-3510-47000	Worker's Compensation: Provides care for employees injured on the job.
01-3510-48000	Retirement / Pension: State Retirement and Pension System.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
OPERATING EXPENSES							
01-3510-50700	General Liability Insurance	\$6,500	\$7,400	\$10,500	\$9,524	\$10,300	-2%
01-3510-50710	Auto Insurance	27,749	23,955	24,000	23,824	21,000	-13%
01-3510-50750	Equipment Maint. Contracts	7,448	10,434	10,500	8,000	10,500	0%
01-3510-51000	Preventive Vehicle Repair & Maint.	23,447	22,910	30,000	25,000	27,500	-8%
01-3510-52100	Building Maintenance & Repair	6,298	12,582	17,500	17,500	17,500	0%
01-3510-52110	Office Equipment Maint. & Repair	1,569	3,146	2,500	888	2,500	0%
01-3510-52130	Vehicle Operation & Maintenance	7,265	8,204	10,000	9,295	101,500	915%
01-3510-52140	Vehicle Gasoline Use	4,899	5,500	7,500	7,788	117,500	1467%
01-3510-52500	Computer Supplies	1,563	1,517	2,000	2,000	2,000	0%
01-3510-52510	Pantry Supplies	3,985	3,776	3,000	3,000	3,000	0%
01-3510-52520	Office Supplies & Printing	5,145	7,828	5,000	4,347	6,000	20%
01-3510-52550	Janitorial Supplies	4,407	4,738	4,500	5,105	5,000	11%
01-3510-53120	Safety Supplies	1,074	1,938	2,500	2,000	2,500	0%
01-3510-53510	Dues & Subscriptions	993	1,225	1,000	1,051	1,138	14%
01-3510-53520	Employee Training		3,390	5,000	1,354	5,000	0%
01-3510-53540	Travel & Meetings	1,690	1,476	1,500	1,500	1,500	0%
01-3510-53550	Employee Substance Testing & Ph	399	781	800	931		-100%
01-3510-53560	Employee Gifts/Spec Occasions					3,000	100%
01-3510-53570	Uniforms	2,934	4,568	5,000	4,941	30,000	500%
01-3510-54010	Telephones	3,337	1,908	3,300	1,000	1,500	-55%
01-3510-54020	Cell Phones	4,371	6,366	4,750	6,173	6,500	37%
01-3510-54050	Utility - Electricity	9,288	9,054	13,500	12,629	14,000	4%
01-3510-54060	Utility - Natural Gas	9,292	11,386	12,600	7,013	10,000	-21%
01-3510-54070	Utility - Water	4,204	4,776	4,750	3,000	4,750	0%
01-3510-54550	Miscellaneous	1,192	1,418	1,500	2,342	1,750	17%
Total Operating Expenses		\$139,049	\$160,276	\$183,200	\$160,205	\$405,938	122%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

ACTIVITY - ADMINISTRATION

Operating Expenses

01-3510-50700	General Liability Insurance: General Insurance mainly covers the City's buildings, inventories, etc.
01-3510-50710	Auto Insurance: Policies protecting City in the event of claims for bodily injuries and property damages due to accident.
01-3510-50750	Equipment Maint. Contracts: Costs associated with the maintenance agreements of air conditioning and facility environmental systems.
01-3510-51000	Preventive Vehicle Repair & Maint. Contract: Preventive maintenance and repair program contracted with private vendor for all City vehicles. Allowed an increase of 3% for petroleum product prices.
01-3510-52100	Building Maintenance & Repair: Any costs associated with repairs such as labor, supplies, and maintenance materials to upkeep the buildings in good condition (Interior or exterior painting, pest control, electrical work, plumbing, heating repair, ventilation, air condition repair, etc.).
01-3510-52110	Office Equipment Maint. & Repair: Maintenance, operation and repair of office equipment such as the copier machine and printers, etc.
01-3510-52130	Vehicle Operation & Maintenance: Maintenance, operation, painting, repair, and parts such as; tires, batteries, and labor for Public Works vehicles.
01-3510-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred for Public Works vehicles.
01-3510-52500	Computer Supplies: Ribbons, paper, memory expansions, additional processing capability, cables, connectors, computer hardware, cords, etc.
01-3510-52510	Pantry Supplies: Cost associated with purchase of sugar, coffee, tea, water, and other supplies for the employees.
01-3510-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies, and materials necessary for the operations of the Public Works Administration.

Public Works Operating Expense Continued

01-3510-52550	Janitorial Supplies: Cost associated with the purchase of cleaning supplies, bath tissues, soaps, etc.
01-3510-53120	Safety Supplies: For use in ongoing safety programs. Additional funding was included for coats and blankets to be used by employees during snow emergencies.
01-3510-53510	Dues & Subscriptions: Professional dues, various subscriptions for APWA, Nurseryman, Ground Maintenance, etc.
01-3510-53520	Employee Training: Job related training seminars to develop employee's capabilities and professional development.
01-3510-53540	Travel & Meetings: Expenses incurred by employees while on official City business; including attendance at meetings, seminars, mileage, parking, tolls, accommodations, etc.
01-3510-53550	Employee Substance Testing & Physicals: Provides for random testing to detect substance abuse and pre-employment physicals (consolidated under Human Resources starting FY 2016.)
01-3510-53560	Employee Gifts/Spec Occasions: Gift certificates, employment anniversaries, retirement celebrations, and bereavement sympathies.
01-3510-53570	Uniforms: Costs of uniform items necessary during the discharge of duties.
01-3510-54010	Telephones: Monthly expenses incurred in the use of office telephones.
01-3510-54020	Cell Phones: Monthly expenses incurred in the use of cell phones.
01-3510-54050	Utility - Electricity: Electricity use to maintain the day to day operation of the P.W. Facilities.
01-3510-54060	Utility - Natural Gas: Gas use to maintain the day to day operations of the P.W. Facilities.
01-3510-54070	Utility - Water: Water use to maintain the day to day operations of the P.W. Administration.
01-3510-54550	Miscellaneous: Expenditures that cannot be logically classified under other categories.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		FY 2016 PROPOSED	BUDGET FY 2016-2015 PCT CHG
				FY 2015 BUDGETED	FY 2015 PROJECTED		
	<u>CAPITAL OUTLAY</u>						
01-3510-57010	Building Security System			\$27,000	\$7,233		-100%
01-3510-57100	Vehicles			40,000	37,663		-100%
01-3510-57410	Water Heater					\$10,000	100%
01-3510-57420	Shop Heater					3,000	100%
01-3510-57430	Air Compressor					3,000	100%
01-3510-58000	Furniture					15,000	100%
01-3510-58100	Computers		2,090	3,500		12,500	257%
01-3510-58300	Telephone System			15,000			-100%
	Total Capital Expenses	\$0	\$2,090	\$85,500	\$44,896	\$43,500	-49%
TOTAL PUBLIC WORKS ADMINISTRATION		\$517,807	\$576,342	\$739,836	\$644,483	\$1,102,794	49%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

ACTIVITY - ADMINISTRATION

Capital Expenses

01-3510-57010	Building Security System: Funds allocated for the purchase of a video security system for building.
01-3510-57100	Vehicles: Purchase of one pick-up truck for the Public Works Administration.
01-3510-57410	Water Heater: To replace water heater.
01-3510-57420	Shop Heater: Purchase of shop heater.
01-3510-57430	Air Compressor: To purchase an air compressor.
01-3510-58000	Furniture: To purchase new office furniture.
01-3510-58100	Computers: To purchase an office computer to replace the old one
01-3510-58300	Telephone System: To purchase a new telephone system.

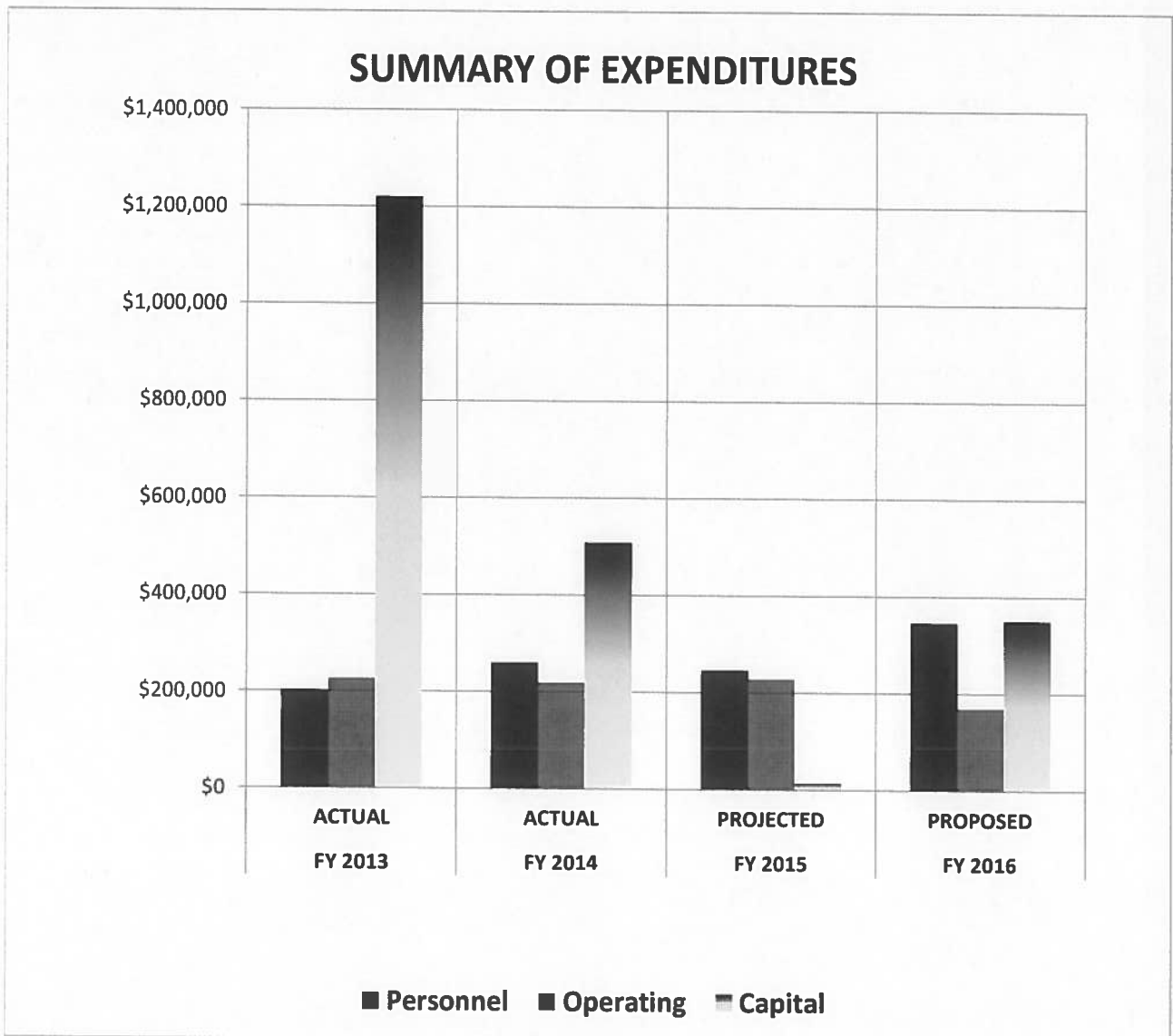
PUBLIC WORKS - HIGHWAYS: INFRASTRUCTURE MANAGEMENT:

MISSION STATEMENT: The City embarked on a program fifteen years ago to ensure the infrastructure would be maintained. Selection of streets for reconstruction is based on deterioration.

Deterioration is determined through inspections, and with a computer program, streets are ranked in order of repair need. To obtain optimal volume pricing, streets are repaired every three years while sidewalks are usually done annually. Public Works personnel are used to ensure problem areas are repaired and kept safe. Safety includes: maintaining traffic signs, installing drainage improvements, keeping bridges in good condition, and providing snow and ice removal.

PROGRAM GOALS:

1. Continue reconstructing City streets and sidewalks.
2. Continue to provide maintenance and safety for infrastructure.



**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - HIGHWAYS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3610-45400	Employee Services	\$130,998	\$149,483	\$161,866	\$147,978	\$187,517	16%
01-3610-45650	Overtime	6,898	1,892	4,500	2,452	3,000	-33%
01-3610-45670	Snow Removal O.T.	2,715	33,910	15,000		18,862	26%
01-3610-46300	F.I.C.A.	10,387	13,153	13,874	10,739	14,947	8%
01-3610-46500	Health & Life Insurance	28,694	37,958	62,300	62,923	92,576	49%
01-3610-47000	Worker's Compensation	10,477	7,844	13,149	6,052	8,845	-33%
01-3610-48000	Retirement / Pension	10,959	15,282	16,431	15,131	19,891	21%
Total Personnel Expenses		\$201,128	\$259,523	\$287,120	\$245,276	\$345,638	20%
<u>POSITIONS</u>							
<u>Full-Time</u>							
	Maint. Superintendent	1	1	1	1	1	
	Maint. Equip. Operator	1	1	1	1	1	
	Maint Equip. Welder	1	1	1	0	0	
	Maint. Driver Concrete	0	0	0	0	1	
	Maint. Driver/Lab	1	1	1	1	1	
	Maint. Laborer	1	1	1	1	1	
Total P.W. Highways Positions		5	5	5	4	5	

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

**ACTIVITY – HIGHWAY
PERSONNEL EXPENSES**

01-3610-45400	Employee Services: Salaries and accruals paid to public works employees.
01-3610-45650	Overtime: Compensation for overtime.
01-3610-45670	Snow Removal O.T.: Funds available for work performed beyond the regular work in winter season.
01-3610-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3610-46500	Health & Life Insurance: Provides group health, dental, and life insurance for employees
01-3610-47000	Worker's Compensation: Provides care for employees injured on the job.
01-3610-48000	Retirement / Pension: State Retirement and Pension System.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - HIGHWAYS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3610-50600	Engineering Services			\$500		\$5,000	900%
01-3610-51110	Landfill Fees	4,500	2,917	5,500	\$3,500	5,500	0%
01-3610-51210	Street Lighting	96,575	104,441	114,000	83,038	100,000	-12%
01-3610-51215	Street Light Improvements		4,538	5,000		5,000	0%
01-3610-52130	Vehicle Operation & Maintenance	33,632	22,592	40,000	64,267		-100%
01-3610-52140	Vehicle Gasoline Use	33,848	32,047	36,500	22,985		-100%
01-3610-52150	Small Operating Equipment & Part	347	373	1,000	1,000	1,000	0%
01-3610-52180	Equipment Rental	5,666	351	1,000	1,000	1,000	0%
01-3610-52560	Traffic Safety Supplies	2,113	1,501	4,750	4,750	4,750	0%
01-3610-53000	Street & Storm Drain Maint. Materi	7,928	7,447	8,500	4,119	8,500	0%
01-3610-53100	Snow Removal Supplies	9,688	18,473	13,500	14,000	15,000	11%
01-3610-53130	Small Tools	38	263	500	500	500	0%
01-3610-53550	Employee Substance Testing & Pt	377	1,485	1,500	696		-100%
01-3610-53570	Uniforms	3,042	3,699	4,000	4,562		-100%
01-3610-54120	Shared Street Sweeper	28,000	18,598	26,500	23,299	23,299	-12%
Total Operating Expenses		\$225,754	\$218,725	\$262,750	\$227,716	\$169,549	-35%

FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - PUBLIC WORKS

ACTIVITY – HIGHWAYS
OPERATING EXPENSES

01-3610-50600	Engineering Services: Professional consultation, project design, inspection, and other engineering services as required.
01-3610-51110	Landfill Fees: Disposal of rubble from street and side walk repairs.
01-3610-51210	Street Lighting: An annual energy charge for City street lights, parking lots, and other public areas. Also, pays for all new street lights. Increase in estimation is due to the energy rate change.
01-3610-51215	Street Light Improvements: To improve and to add street lights by PEPCO where deemed necessary.
01-3610-52130	Vehicle Operation & Maintenance: Maintenance, operation, painting, repair, parts such as tires, batteries, and labor for public works highway vehicles. (Consolidated under Public Works Administration starting FY2016.)
01-3610-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred for highway vehicles. (Consolidated under Public Works Administration starting FY2016.)
01-3610-52150	Small Operating Equipment & Parts: Cost of any small machines or equipment used in the daily operation of the City Street Department such as drills, saws, gauges, and other small operating equipment.
01-3610-52180	Equipment Rental: Equipment or machines rented to maintain the City's streets as needed.
01-3610-52560	Traffic Safety Supplies: Signs, materials, paint, barricades, and other traffic control materials and devices.
01-3610-53000	Street & Storm Drain Maint. Materials: Concrete, asphalt, sand, gravel, top-soil, sod, and other materials used in the repair and maintenance of streets, sidewalks, curbs, storm drain systems and storm drainage channels.
01-3610-53100	Snow Removal Supplies: Cost of sand and salt.
01-3610-53130	Small Tools: Equipment necessary in the discharge of duties.

Public Works Operating Expense Continued

- 01-3610-53550** **Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals (consolidated under Human Resources starting FY 2016.)
- 01-3610-53570** **Uniforms:** Costs associated with the uniform rental, cleaning, rain gear, helmets, shoes, gloves, etc (consolidated under Public Works Administration starting FY 2016.).
- 01-3610-54120** **Shared Street Sweeper:** Operation, Repair & Maintenance cost of shared sweeper with Four Cities.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - HIGHWAYS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3610-57100	Dump Truck	\$95,000	\$34,292	\$14,210	\$14,210		-100%
01-3610-57120	Vehicle-Street Sweeper	28,070					
01-3610-57150	Vehicle-Pickup Truck	24,710					
01-3610-57160	Chipper	51,655					
01-3610-57300	Leaf Boxes	24,861					
01-3610-57400	Snow Plows	950					
01-3610-57450	Salt Spreaders		15,641				
01-3610-58150	Radios	21,476	4,853				
01-3610-58500	Street Repairs	973,276	453,026	140,000		250,000	79%
01-3610-58520	Sidewalk Repairs					100,000	100%
01-3610-58530	Bridge Repairs						
Total Capital Expenses		\$1,219,998	\$507,812	\$154,210	\$14,210	\$350,000	127%
TOTAL PUBLIC WORKS HIGHWAYS		\$1,646,880	\$986,060	\$704,080	\$487,202	\$865,187	23%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

**ACTIVITY – HIGHWAYS
CAPITAL OUTLAY**

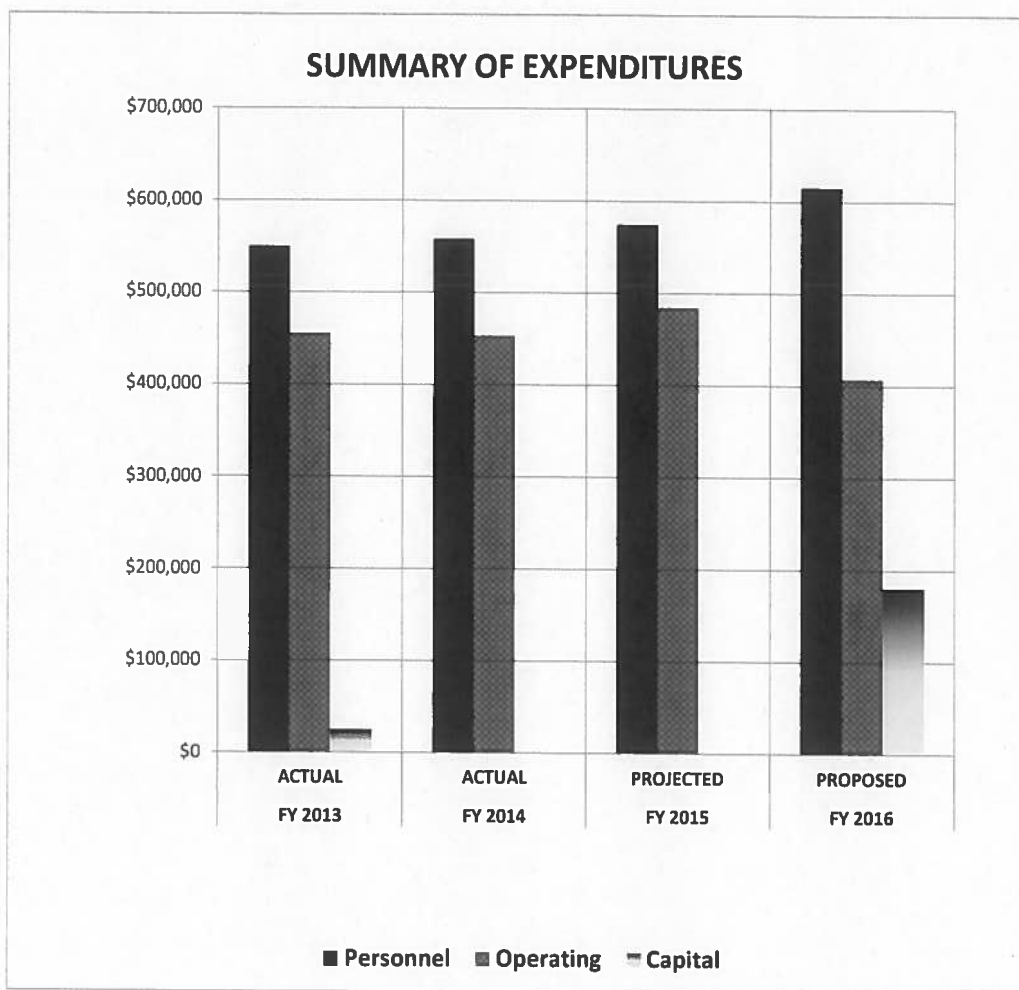
01-3610-57100	Dump Truck: Purchase of one new dump truck.
01-3610-57120	Vehicle-Street Sweeper: Purchase of a street sweeper in collaboration with four other cities by paying 25% of the total cost.
01-3610-57150	Vehicle-Pickup Truck: Purchase of one new Pick-up Truck.
01-3610-57160	Chipper: Purchase of one Chipper.
01-3610-57300	Leaf Boxes: Purchase of three leaf boxes.
01-3610-57400	Snow Plows: Purchase of snow plows.
01-3610-57450	Salt Spreaders: Purchase of salt spreaders.
01-3610-58150	Radios: Purchase of radios for the use of public work employees.
01-3610-58500	Street Repairs: Funding for street repairs by private contractors.
01-3610-58520	Sidewalk Repairs: Funding for sidewalk repairs by private contractors.
01-3610-58530	Bridge Repairs: Funding for bridge repairs by private contractors.

PUBLIC WORKS - SANITATION SOLID WASTE MANAGEMENT:

MISSION STATEMENT: Collect, transport, and dispose of all solid waste generated in the City. Collections are on Mondays/Thursdays and Tuesdays/Fridays with each house receiving two collections a week. Wednesdays are used to provide bulky collections once a week except on holidays. Computers are used to route refuse trucks for collecting bulky items, refrigerators and tires. For environmental reasons, tires and refrigerators are taken to a County facility for recycling, and metals are sold for scrap. On Thursdays and Fridays, compost is collected by Public Works personnel and recycled at the County compost facility. Co-mingled materials and paper are collected and recycled via contract on Thursdays and Fridays. Residents can drop off paper at Public Works for recycling five days a week.

PROGRAM GOAL:

1. Improve participation in curbside recycling.



**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3710-45400	Employee Services	\$365,096	\$374,554	\$402,059	\$362,324	\$380,405	-5%
01-3710-45650	Overtime	10,822	2,433	4,500	3,026	3,117	-31%
01-3710-46300	F.I.C.A.	27,881	27,296	31,102	26,328	27,638	-11%
01-3710-46500	Health & Life Insurance	83,905	87,738	159,200	124,848	146,946	-8%
01-3710-47000	Worker's Compensation	23,510	22,270	29,476	18,471	20,359	-31%
01-3710-48000	Retirement / Pension	38,354	43,640	48,758	39,014	36,435	-25%
Total Personnel Expenses		\$549,568	\$557,931	\$675,095	\$574,011	\$614,899	-9%
<u>POSITIONS</u>							
<u>Full-Time</u>							
	Sanitation Supervisor	1	1	1	1	1	
	Sanitation Crew Chiefs	3	3	3	3	3	
	Refuse Collectors	6	6	6	6	6	
	Litter Patrol	1	1	1	1	1	
Total P.W. Sanitation Positions		11	11	11	11	11	

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

**ACTIVITY – SANITATION
PERSONNEL EXPENSES**

01-3710-45400	Employee Services: Salaries and accruals paid to public works employees.
01-3710-45650	Overtime: Compensation for overtime.
01-3710-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3710-46500	Health & Life Insurance: Provides group health, dental, and life insurance for employees.
01-3710-47000	Worker's Compensation: Provides care for employees injured on the job.
01-3710-48000	Retirement / Pension: State Retirement and Pension System.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3710-50500	Refuse Collection Contract	\$95,196	\$104,873	\$100,000	\$167,427	\$130,000	30%
01-3710-50550	Recycling Contract	74,880	74,880	78,000	74,880	74,880	-4%
01-3710-51100	Landfill Fees - County	203,651	194,151	210,000	162,754	178,453	-15%
01-3710-51115	Compost Fees	14,378	11,614	17,500	15,295	17,500	0%
01-3710-52130	Vehicle Operation & Maintenance	27,160	32,784	35,000	28,325		-100%
01-3710-52140	Vehicle Gasoline Use	31,578	24,181	37,500	21,542		-100%
01-3710-52180	Equipment Rental	113		500		500	0%
01-3710-52210	Equipment Maintenance & Repair		43				
01-3710-52570	Sanitation Supplies	555	1,318	5,000	5,000	5,000	0%
01-3710-53130	Small Tools	373	65				
01-3710-53520	Employee Training	236					
01-3710-53550	Employee Substance Testing & Phys	603	1,929	2,000	792		-100%
01-3710-53570	Uniforms	6,217	6,922	6,500	7,500		-100%
01-3710-54550	Miscellaneous	59	228	1,000	1,000	1,000	0%
Total Operating Expenses		\$454,999	\$452,988	\$493,000	\$484,515	\$407,333	-17%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

ACTIVITY – SANITATION

Operating Expenses

01-3710-50500	Condominium Refuse Collection Contract: Annual cost for refuse collection in multi-family dwelling units, which have a condominium form of ownership under Maryland Law. (Frenchman's Creek and Carrollton Gardens).
01-3710-50550	Recycling Contract: Fees associated with the weekly collection of curbside recyclables for single family homes paid for by user fees.
01-3710-51100	Landfill Fees - County: Disposal of refuse based on actual cost.
01-3710-51115	Compost Fees: Charges assessed by the City of College Park for recycling yard waste materials dropped off by New Carrollton.
01-3710-52130	Vehicle Operation & Maintenance: Maintenance, operation, painting, repair, and parts such as; tires, batteries, and labor for public works sanitation vehicles. (Consolidated under Public Works Administration starting FY2016.)
01-3710-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred for sanitation vehicles. (Consolidated under Public Works Administration starting FY2016.)
01-3710-52180	Equipment Rental: Equipment or machines rented to maintain the City's sanitary condition.
01-3710-52210	Equipment Maintenance & Repair: Cost of labor and supplies to repair and maintain the sanitation equipment.
01-3710-52570	Sanitation Supplies: Refuse barrels, recycling bins, and other items used for refuse collection.
01-3710-53130	Small Tools: Tools for maintaining City streets, trucks, etc.
01-3710-53520	Employee Training: Funds allocated to educate the Sanitation employees about safety needs.
01-3710-53550	Employee Substance Testing & Physicals: Provides for random testing to detect substance abuse and for pre-employment physicals (consolidated under Human Resources starting FY 2016.)

Public Works Operating Expense Continued

- 01-3710-53570** **Uniforms:** Costs of uniform rental, cleaning, rain gear, helmets, shoes, gloves, etc (consolidated under Public Works Administration starting FY 2016.)
- 01-3710-54550** **Miscellaneous:** Expenditures that cannot be logically classified under other categories.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		FY 2016 PROPOSED	BUDGET FY 2016-2015 PCT CHG
				FY 2015 BUDGETED	FY 2015 PROJECTED		
	<u>CAPITAL OUTLAY</u>						
01-3710-57140	Packer			\$95,790		\$180,000	88%
01-3710-57150	Vehicle-Pickup Truck	\$24,710					
	Total Capital Expenses	\$24,710	\$0	\$95,790	\$0	\$180,000	
TOTAL PUBLIC WORKS SANITATION		\$1,029,277	\$1,010,919	\$1,263,885	\$1,058,526	\$1,202,232	-5%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

ACTIVITY – SANITATION

Capital Expenses

01-3710-57140	Packer: Purchase of a new packer a.k.a. trash truck.
01-3710-57150	Vehicle-Pickup Truck: Purchase of a new four wheel pickup truck.

PUBLIC WORKS - PARKS & RECREATION:
HORTICULTURAL MANAGEMENT:

MISSION STATEMENT: To maintain the ornamental appearance of the City at a level of excellence that the City has enjoyed for decades. The City has received numerous beautification awards over the years attesting to this accomplishment. In the fall, ornamental beds are tilled and various bulbs are planted which are then over planted with cold tolerant flowers. During the spring, the bulbs are removed and given to City residents. Also, at this time the beds are tilled and planted with annual flowers. During early fall, other flowers may be used if the summer months have proven unkind to the flowers planted. In late fall, the planting cycle starts over.

PROGRAM GOALS:

1. To maintain the ornamental appearance at a level of excellence
2. To continue to strive to win additional beautification awards.

PUBLIC WORKS - PARKS & RECREATION:
URBAN FORESTRY MANAGEMENT:

MISSION STATEMENT: To maintain the ornamental value of street trees to sustain the character of the neighborhoods. This is accomplished by planting trees annually, trimming and removing storm damaged trees, and by watering trees recently planted. Trees are trimmed by Public Works personnel under the supervision of a certified arborist. A tree inventory database has been developed where the condition of all trees have been entered. Work schedules are developed through queries. When the opportunity presents itself, Public Works personnel assist in community planting activities, e.g., tree dedications and Arbor Day projects.

PROGRAM GOALS:

1. To obtain a healthy and beautiful urban forest.

PUBLIC WORKS - PARKS & RECREATION:
TURF & PARKS MANAGEMENT:

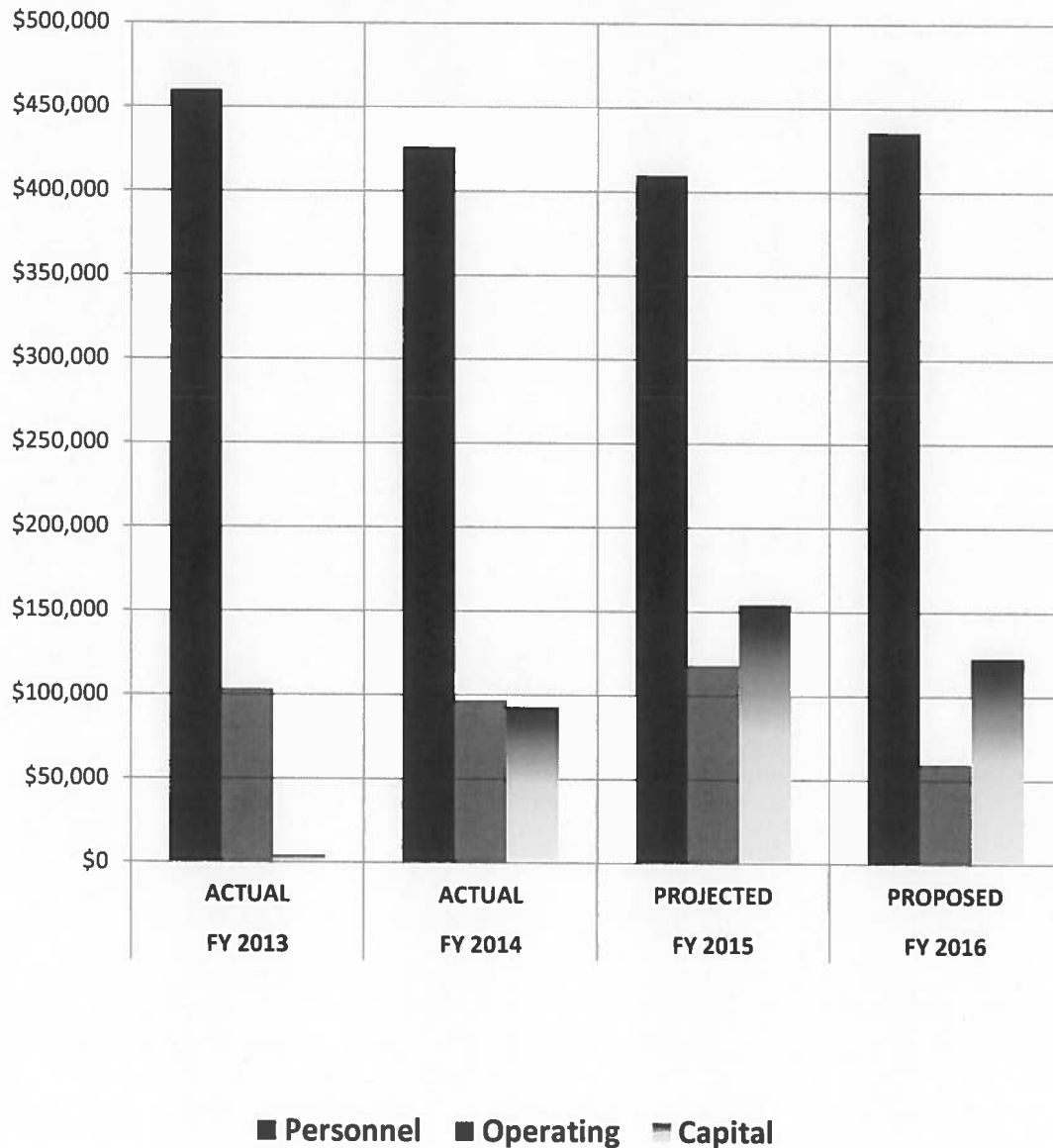
MISSION STATEMENT: The City has forty acres of turf in which five athletic fields and four tot lots are situated. In addition there is a general purpose park and Vita Course. Athletic fields are mowed weekly and the City entrances and the Municipal Center are also mowed weekly. Carrollton Parkway, Powhatan Street, and Westbrook Drive ditch banks and the Bicentennial and Veterans' Parks are mowed every two weeks. During the fall and spring, all turf areas are fertilized and limed. In addition, during the summer, Westbrook Drive, Carrollton Parkway, 85th Avenue, Powhatan Street and part of Lamont Drive are edged. During the winter months soil tests are made at each park and sent to the University of Maryland for analysis. Major repairs to park furniture are usually done during the winter months.

PROGRAM GOALS:

1. Continue to improve the working relationship between field-users and the City.
2. To sustain present maintenance practices.

PUBLIC WORKS - PARKS & RECREATION

SUMMARY OF EXPENDITURES



**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - PARKS & RECREATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3810-45400	Employee Services	\$313,836	\$286,311	\$313,921	\$253,723	\$264,458	-16%
01-3810-45650	Overtime	3,163	1,134	3,500	2,629	2,708	-23%
01-3810-46300	F.I.C.A.	23,777	22,702	24,283	18,044	18,806	-23%
01-3810-46500	Health & Life Insurance	67,462	56,224	103,800	94,830	111,615	8%
01-3810-47000	Worker's Compensation	19,858	24,479	23,013	11,435	12,513	-46%
01-3810-48000	Retirement / Pension	31,799	35,041	32,936	28,868	25,381	-23%
Total Personnel Expenses		\$459,895	\$425,891	\$501,453	\$409,529	\$435,479	-13%
<u>POSITIONS</u>							
<u>Full-Time</u>							
	Superintendent/Horticulturist	1	1	1	1	1	
	Line Clearing Arborist	1	1	1	1	1	
	Park Crew Chiefs	2	2	2	2	2	
	Park Laborers	5	5	5	4	5	
	Tree Laborer	1	1	1	1	0	
Total P.W. Parks & Rec. Positions		10	10	10	9	9	

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

**ACTIVITY – PARKS & RECREATION
PERSONNEL EXPENSES - PARKS & RECREATION**

01-3810-45400	Employee Services: Salaries and accruals paid to Parks & Recreation employees.
01-3810-45650	Overtime: Compensation for overtime.
01-3810-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3810-46500	Health & Life Insurance: Provide group health, dental and life insurance for employees.
01-3810-47000	Worker's Compensation: Provides care for employees injured on the job.
01-3810-48000	Retirement / Pension: State Retirement and Pension System.

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - PARKS & RECREATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3810-51130	Sports Park Contractual	\$1,830	\$1,710	\$2,250	\$1,080	\$1,395	-38%
01-3810-52130	Vehicle Operation & Maintenance	23,195	20,921	24,000	30,814		-100%
01-3810-52140	Vehicle Gasoline Use	35,348	35,348	40,000	25,049		-100%
01-3810-52160	Playground Equipment Maintenance	4,437	2,184	4,500	4,500	4,500	0%
01-3810-52180	Equipment Rental	165	742	1,000	1,000	3,000	200%
01-3810-52210	Operating Equip Repair & Maintenance	1,385	2,453	6,500	5,890	6,000	-8%
01-3810-53130	Small Tools	433	988	1,500	1,500	2,000	33%
01-3810-53550	Empl Substance Testing & Physicals	867	1,738	2,000	612		-100%
01-3810-53570	Uniforms	5,515	6,886	7,500	8,105		-100%
01-3810-54250	Parks, Fields & Tree Maintenance	22,579	20,116	30,000	26,820	30,000	0%
01-3810-54260	Curb Trees		3,468	10,000	10,000	10,000	0%
01-3810-54270	Community Garden		84	2,500	2,500	2,500	0%
01-3810-54310	Recreation - Boys' & Girls' Club	7,343		7,500			
Total Operating Expenses		\$103,097	\$96,638	\$139,250	\$117,871	\$59,395	-57%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

**ACTIVITY – PARKS & RECREATION
OPERATING EXPENSES - PARKS & RECREATION**

01-3810-51130	Sports Park Contractual: Costs associated with services to maintain lights, sprinkler systems, and various utilities at sports park.
01-3810-52130	Vehicle Operation & Maintenance: Maintenance, operation, painting, repair, and parts such as; tires, batteries, and labor for public works park department vehicles. (Consolidated under Public Works Administration starting FY2016.)
01-3810-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred by park & recreation vehicles. (Consolidated under Public Works Administration starting FY2016.)
01-3810-52160	Playground Equipment Maintenance: Replacement parts, paint, etc. to keep equipment operable and safe.
01-3810-52180	Equipment Rental: Equipment or machines rented to maintain the City's parks condition.
01-3810-52210	Operating Equipment Repair & Maintenance: Cost of any small machines or equipment used in the daily operation of the City, such as lawn mowers.
01-3810-53130	Small Tools: Small tools acquisition including Fall leaf collection rakes.
01-3810-53550	Employee Substance Testing & Physicals: Provides for random testing to detect substance abuse and pre-employment physicals (consolidated under Human Resources starting FY 2016.)
01-3810-53570	Uniforms: Costs of uniform items necessary during the discharge of duties such as shoes, gloves, etc. (consolidated under Public Works Administration starting FY 2016.)
01-3810-54250	Parks, Fields & Tree Maintenance: Plants, supplies and materials used on ball fields, parks, playgrounds, curb trees and City owned land.
01-3810-54260	Curb Trees: Replacement of trees that are damaged or dead.

Public Works Operating Expense Continued

- 01-3810-54270** **Community Garden:** The City's Community Garden is part of the City's parks system available to city residents to lease. The City is responsible for maintaining the community garden.
- 01-3810-54310** **Recreation - Boys' & Girls' Club:** Funding for gym rental and field maintenance costs. (Consolidated under Mayor starting FY2016.)

**FY 2016 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - PARKS & RECREATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		BUDGET	
				FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED	FY 2016-2015 PCT CHG
	<u>CAPITAL OUTLAY</u>						
01-3810-57100	Vehicles						
01-3810-57380	Mowers	\$4,230		\$10,000	\$10,000	\$12,500	25%
01-3810-57440	Leaf Vacuum					30,000	100%
01-3810-58370	Beckett Field Irrigation & Lights		\$92,718	53,000	41,082		-100%
01-3810-58375	Bicentennial Retaining Wall			80,000	80,000	80,000	0%
01-3810-58395	Community Dog Park			23,317	22,912		-100%
	Total Capital Expenses	\$4,230	\$92,718	\$166,317	\$153,994	\$122,500	-26%
TOTAL PUBLIC WORKS PARKS & RECREATION		\$567,222	\$615,247	\$807,020	\$681,394	\$617,374	-23%

**FY 2016 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

ACTIVITY – PARKS & RECREATION

Capital Expenses

01-3810-57380	Mowers: Purchase of new mowers.
01-3810-57440	Leaf Vacuum: Purchase of a leaf vacuum trailer for leaf collection in the Fall.
01-3810-58370	Beckett Field Irrigation & Lights: To purchase and install irrigation equipment and lights in Beckett Field. Revenue for project is derived from a state bond bill.
01-3810-58375	Bicentennial Retaining Wall: Funds for engineering and construction, replacing the retaining wall at Bicentennial Park
01-3810-58395	Community Dog Park: Grant funded, dog park construction at West Field.

**GENERAL:
STATISTICAL & SUPPORT
INFORMATION**

Appendixes **A** thru **F** contain statistical information with graphs depicting various trends over a ten year-period.

Appendix **G** provides expenditure information into FY 2014.

Appendix **H** provides tax rates adopted by the other County Municipalities for FY 2014.

APPENDIX A - EXPENDITURES BY FUNCTION FOR THE LAST TEN YEARS

APPENDIX B - REVENUES BY SOURCE FOR THE LAST TEN YEARS

APPENDIX C - ASSESSED AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY FOR THE LAST TEN YEARS

APPENDIX D - PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENT FOR LAST TEN YEARS

APPENDIX E - COST PER SINGLE FAMILY HOME FOR CITY SERVICES FOR LAST TEN YEARS

APPENDIX F - COST PER CAPITA FOR CITY SERVICES FOR LAST TEN YEARS

APPENDIX G - EXPENDITURES BY CATEGORY FY 2013 THRU 2016

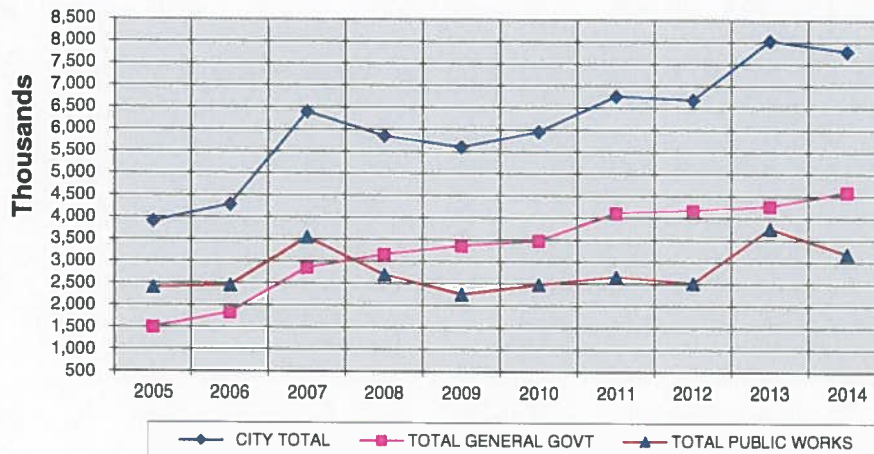
APPENDIX H - CURRENT REAL PROPERTY TAX RATES FOR MUNICIPALITIES IN PRINCE GEORGE'S COUNTY

CITY OF NEW CARROLLTON, MARYLAND

GENERAL FUND GENERAL GOVERNMENT EXPENDITURES BY FUNCTION LAST TEN FISCAL YEARS

FISCAL YEAR	PUBLIC WORKS ADMIN	HIGHWAYS	SANITATION	PARKS & RECR.	TOTAL PUBLIC WORKS	GENERAL GOVT	PUBLIC HEALTH CODE ENF	PUBLIC SAFETY POLICE	WEIN-BACH FUND	DEBT SERVICE	TOTAL GENERAL GOVT	CITY TOTAL
2005	454,346	576,717	822,693	551,232	2,404,988	739,685	589,299	-	4,000	167,801	1,500,785	3,905,773
2006	519,863	541,045	856,134	534,057	2,451,099	987,121	288,796	320,984	4,000	235,541	1,836,442	4,287,541
2007	494,787	1,631,938	898,678	517,448	3,542,851	1,144,988	344,321	1,063,486	4,000	294,587	2,851,382	6,394,233
2008	661,146	533,728	999,670	495,607	2,690,151	1,184,113	343,358	1,253,475	5,000	373,430	3,159,376	5,849,527
2009	419,104	452,021	866,299	511,344	2,248,768	1,266,977	385,779	1,311,350	3,000	388,673	3,355,779	5,604,547
2010	422,925	607,968	894,595	547,397	2,472,885	1,208,177	406,675	1,463,257	4,000	399,621	3,481,730	5,954,615
2011	468,079	409,173	1,233,123	543,569	2,653,944	1,361,955	366,084	1,957,957	2,000	423,661	4,111,657	6,765,601
2012	465,722	357,989	972,501	721,194	2,517,406	1,336,976	397,513	2,042,737	2,000	388,990	4,168,216	6,685,622
2013	517,807	1,646,879	1,029,277	567,222	3,761,185	1,307,637	399,299	2,143,502	0	420,196	4,270,634	8,031,819
2014	576,342	986,060	1,010,919	615,247	3,188,568	1,588,331	419,795	2,211,015	5,674	376,571	4,601,385	7,789,953

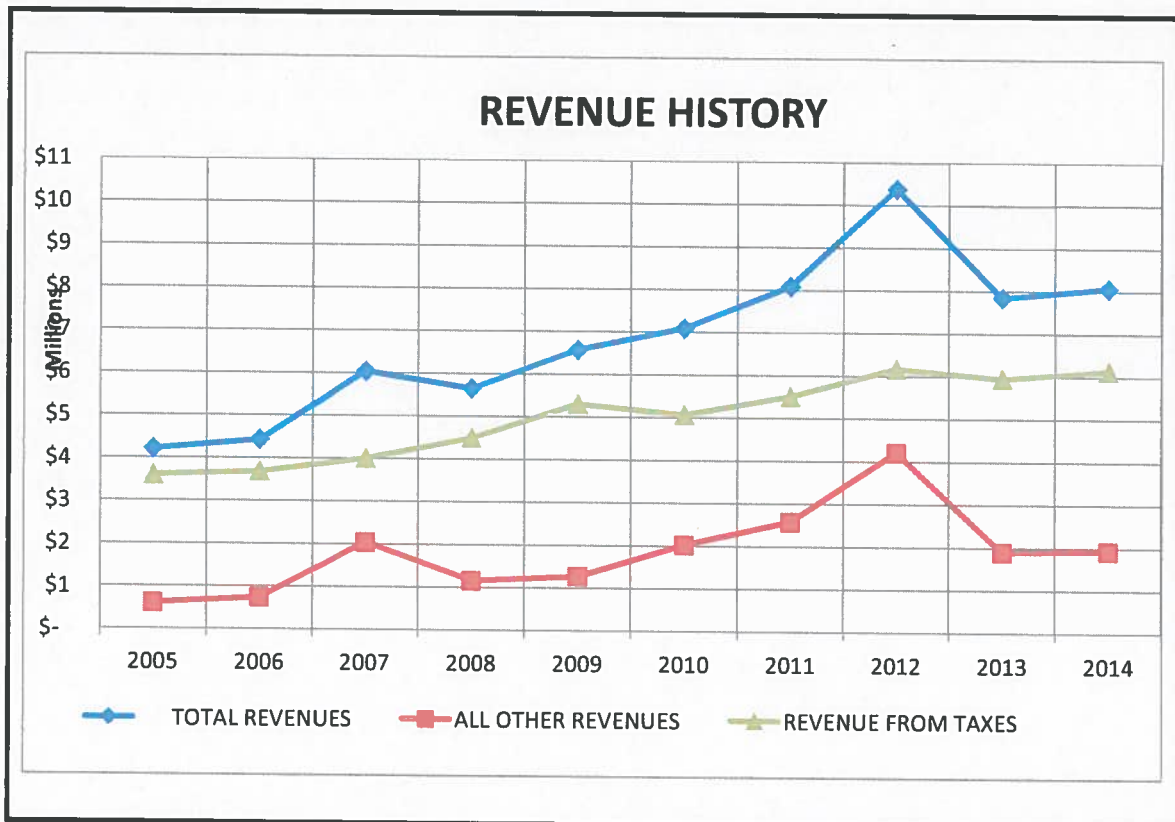
EXPENDITURE HISTORY BY DEPT.



APPENDIX A

**CITY OF NEW CARROLLTON, MARYLAND
GENERAL FUND
GENERAL GOVERNMENT REVENUES BY SOURCES
LAST TEN FISCAL YEARS**

FISCAL YEAR	REVENUE FROM TAXES	LICENSES AND PERMITS	LOAN PROCEEDS	INTER GOVT	INTEREST AND DIVIDENDS	OTHER REVENUES	TOTAL OTHER REVENUES	TOTAL REVENUES
2005	\$ 3,601,819	\$ 198,101		\$ 101,147	\$ 25,096	\$ 285,196	\$ 609,540	\$ 4,211,359
2006	3,686,490	180,398	\$ 122,000	66,129	66,271	306,203	741,001	4,427,491
2007	3,999,419	495,001	564,234	259,786	109,399	614,420	2,042,840	6,042,259
2008	4,494,435	160,198		192,730	83,841	716,774	1,153,543	5,647,978
2009	5,301,025	165,567	200,000	82,985	38,074	785,309	1,271,935	6,572,960
2010	5,066,353	187,186	175,000	247,616	8,330	1,406,215	2,024,347	7,090,700
2011	5,508,728	338,940	325,000	254,575	8,216	1,654,862	2,581,593	8,090,321
2012	6,169,959	198,170	2,100,000	368,344	6,754	1,541,015	4,214,283	10,384,242
2013	5,950,030	206,567		266,109	10,941	1,411,857	1,895,474	7,845,504
2014	6,138,701	221,166		441,308	5,787	1,260,424	1,928,685	8,067,386



APPENDIX B

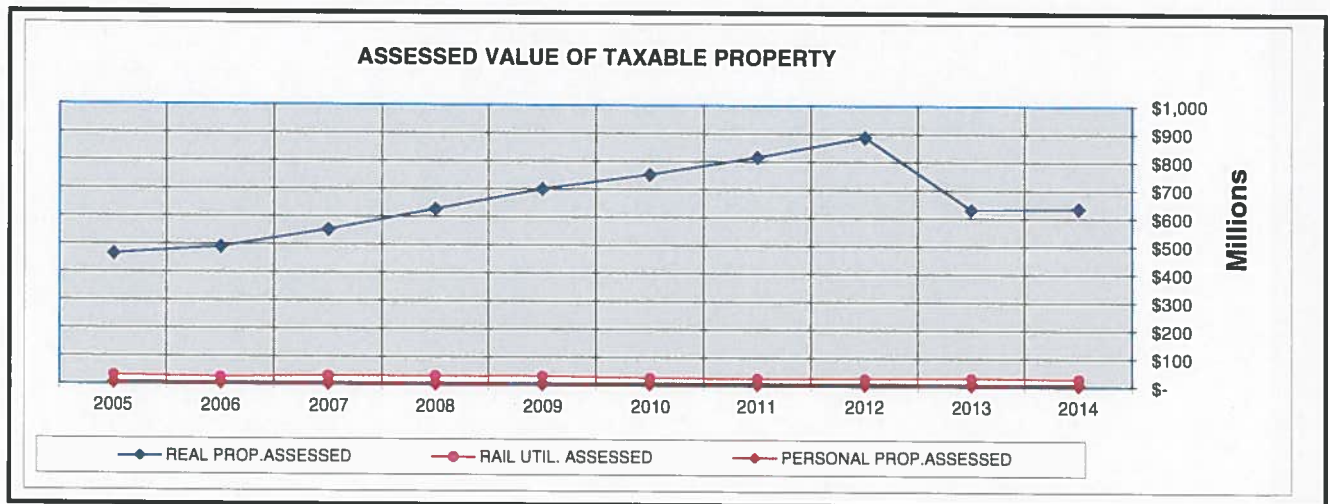
**CITY OF NEW CARROLLTON, MARYLAND
ASSESSED AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS**

FISCAL YEAR	REAL PROPERTY		PERSONAL PROPERTY		RAILROADS & PUBLIC UTILITY PROPERTIES		TOTALS	
	ASSESSED VALUE	ESTIMATED RETAIL VALUE	ASSESSED VALUE	ESTIMATED RETAIL VALUE	ASSESSED VALUE	ESTIMATED RETAIL VALUE	ASSESSED VALUE	ESTIMATED RETAIL VALUE
2005	\$ 464,943,333	\$ 464,943,333	\$ 31,150,212	\$ 62,300,424	\$ 4,720,957	\$ 9,441,914	\$ 500,814,502	\$ 536,685,671
2006	489,790,250	489,790,250	24,495,090	48,990,180	4,688,730	9,377,460	518,974,070	548,157,890
2007	552,380,358	552,380,358	30,108,723	60,217,446	4,162,872	8,325,744	586,651,953	620,923,548
2008	626,637,556	626,637,556	31,067,660	62,135,319	4,469,362	8,938,723	662,174,578	697,711,598
2009	699,764,200	699,764,200	31,472,000	62,944,000	4,137,700	8,275,400	735,373,900	770,983,600
2010	752,818,800	752,818,800	26,298,410	52,596,820	4,928,180	9,856,360	784,045,390	815,271,980
2011	815,192,400	815,192,400	25,449,900	50,899,800	4,973,950	9,947,900	845,616,250	876,040,100
2012	887,723,800	887,723,800	25,742,940	51,485,880	4,978,280	9,956,560	918,445,020	949,166,240
2013	629,055,993	629,055,993	28,028,700	56,057,400	4,820,150	9,640,300	661,904,843	694,753,693
2014	635,398,911	635,398,911	27,406,740	54,813,480	4,930,940	9,861,880	667,736,591	700,074,271

SOURCE - PRINCE GEORGE'S COUNTY ASSESSMENTS OFFICE

NOTES - Property owned by the City, other governments, churches and schools is exempt, and no estimated value is included.

- the City began taxing business personal property of corporations during the fiscal year 1989.

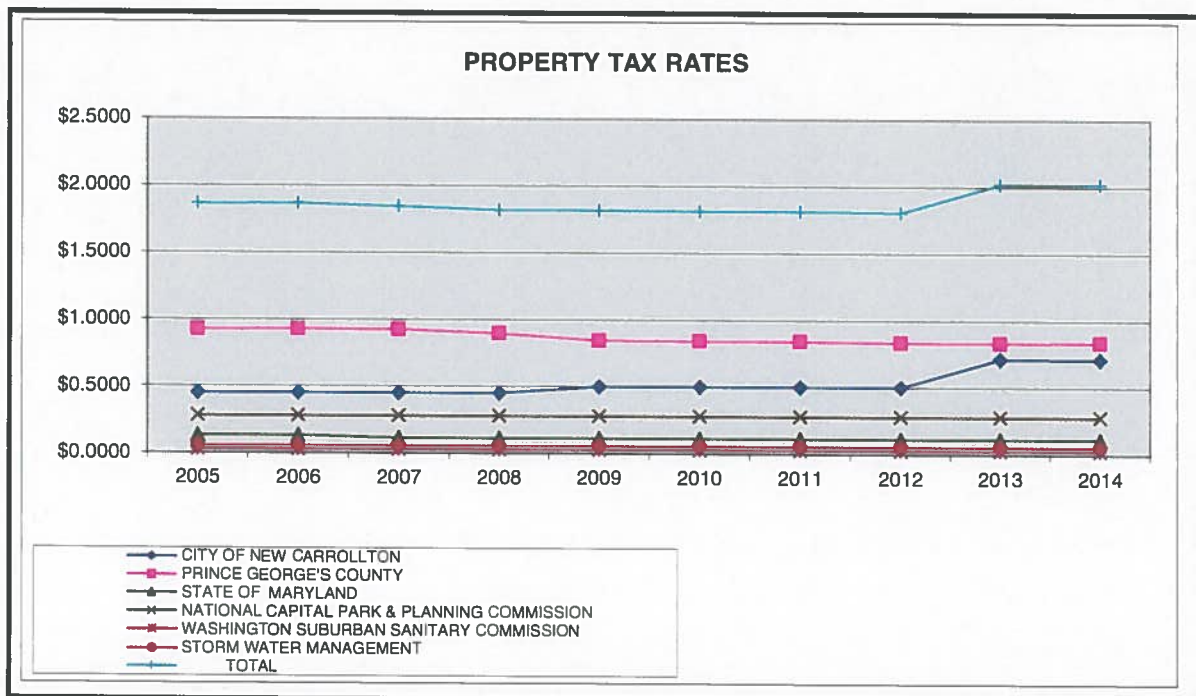


APPENDIX C

**CITY OF NEW CARROLLTON, MARYLAND
PROPERTY TAX RATES
DIRECT & OVERLAPING GOVERNMENTS
(PER \$100 OF ASSESSED VALUE)
LAST TEN FISCAL YEARS**

FISCAL YEAR	CITY OF NEW CARROLLTON	PRINCE GEORGE'S COUNTY	STATE OF MARYLAND	MARYLAND NATIONAL CAPITAL PARK & PLANNING COMMISSION	WASHINGTON SUBURBAN SANITARY COMMISSION	STORM WATER MANAGEMENT	TOTAL
2005	\$0.4500	\$0.9237	\$0.1320	\$0.2790	\$0.0260	\$0.0540	\$1.8647
2006	0.4500	0.9261	0.1320	0.2790	0.0260	0.0540	1.8671
2007	0.4500	0.9245	0.1120	0.2790	0.0260	0.0540	1.8455
2008	0.4500	0.8970	0.1120	0.2790	0.0260	0.0540	1.8180
2009	0.5000	0.8460	0.1120	0.2790	0.0260	0.0540	1.8170
2010	0.5000	0.8420	0.1120	0.2790	0.0260	0.0540	1.8130
2011	0.5000	0.8420	0.1120	0.2790	0.0260	0.0540	1.8130
2012	0.5000	0.8350	0.1120	0.2790	0.0260	0.0540	1.8060
2013	0.7136	0.8340	0.1120	0.2790	0.0260	0.0540	2.0186
2014	0.7121	0.8370	0.1120	0.2790	0.0260	0.0540	2.0201

SOURCE: Prince George's County Department of Finance for Prince George's County, State of Maryland. Maryland-National Capital Parks & Planning Commission, Washington Suburban Sanitary Commission. City of New Carrollton from City records.

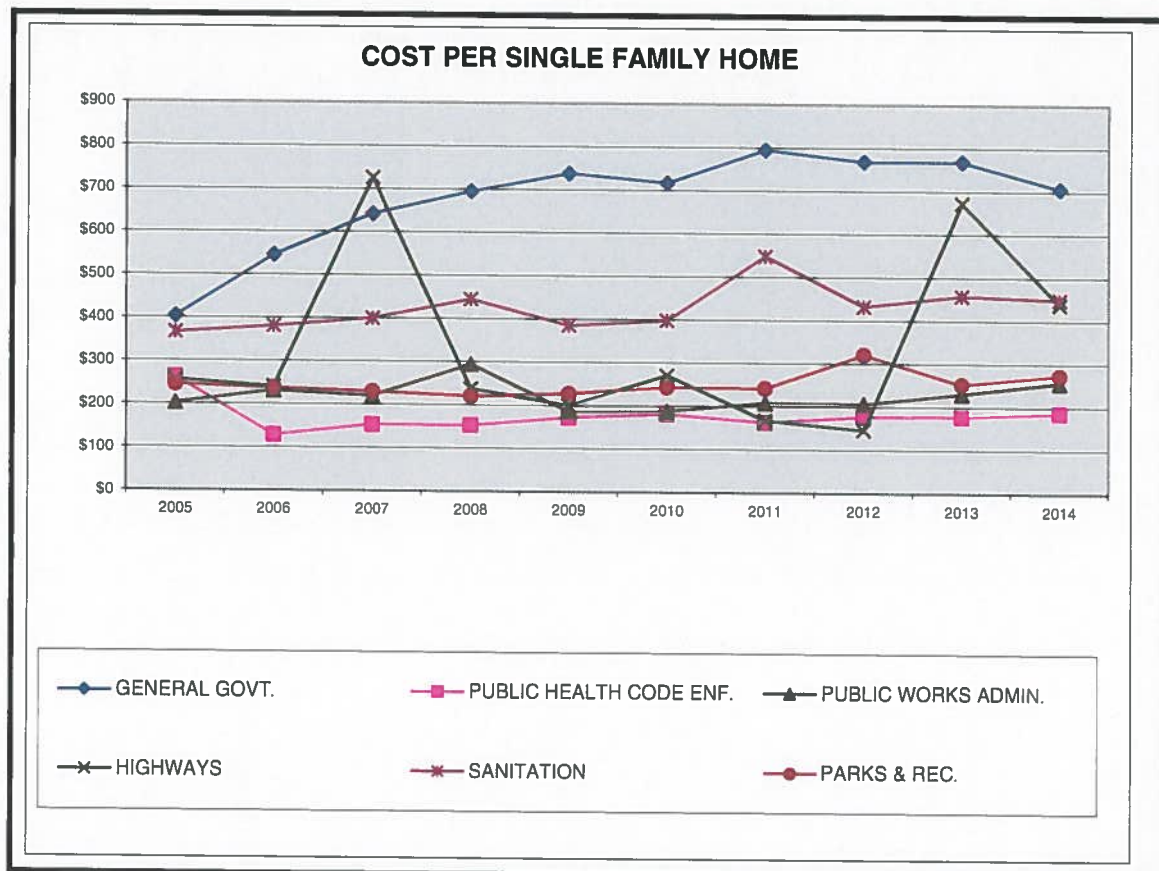


**CITY OF NEW CARROLLTON, MARYLAND
COST PER SINGLE FAMILY HOME
LAST TEN FISCAL YEARS**

FISCAL YEAR	GENERAL GOVT.	PUBLIC HEALTH CODE ENF.	PULIC SAFETY POLICE	GENERAL GOVT. TOTAL	PUBLIC WORKS ADMIN.	HIGHWAYS	SANITATION	PARKS & REC.	PUBLIC WORKS TOTAL	COST PER SINGLE HOME
2005	\$404			\$666	\$202	\$256	\$366	\$245	\$1,069	\$1,735
2006	\$545	\$128	\$143	\$674	\$231	\$241	\$381	\$237	\$1,090	\$1,764
2007	\$642	\$153	\$473	\$795	\$220	\$726	\$400	\$230	\$1,575	\$2,370
2008	\$695	\$153	\$557	\$1,405	\$294	\$237	\$444	\$220	\$1,196	\$2,601
2009	\$738	\$172	\$583	\$1,492	\$186	\$201	\$385	\$227	\$1,000	\$2,492
2010	\$717	\$181	\$651	\$1,548	\$188	\$270	\$398	\$243	\$1,100	\$2,648
2011	\$795	\$163	\$871	\$1,828	\$208	\$167	\$548	\$242	\$1,165	\$2,993
2012	\$768	\$177	\$908	\$1,853	\$207	\$146	\$432	\$321	\$1,106	\$2,960
2013	\$768	\$178	\$953	\$1,899	\$230	\$672	\$458	\$252	\$1,613	\$3,511
2014	\$706	\$187	\$983	\$1,876	\$256	\$438	\$449	\$274	\$1,418	\$3,294

NOTES: Condominium container cost has been excluded from the Sanitation cost.

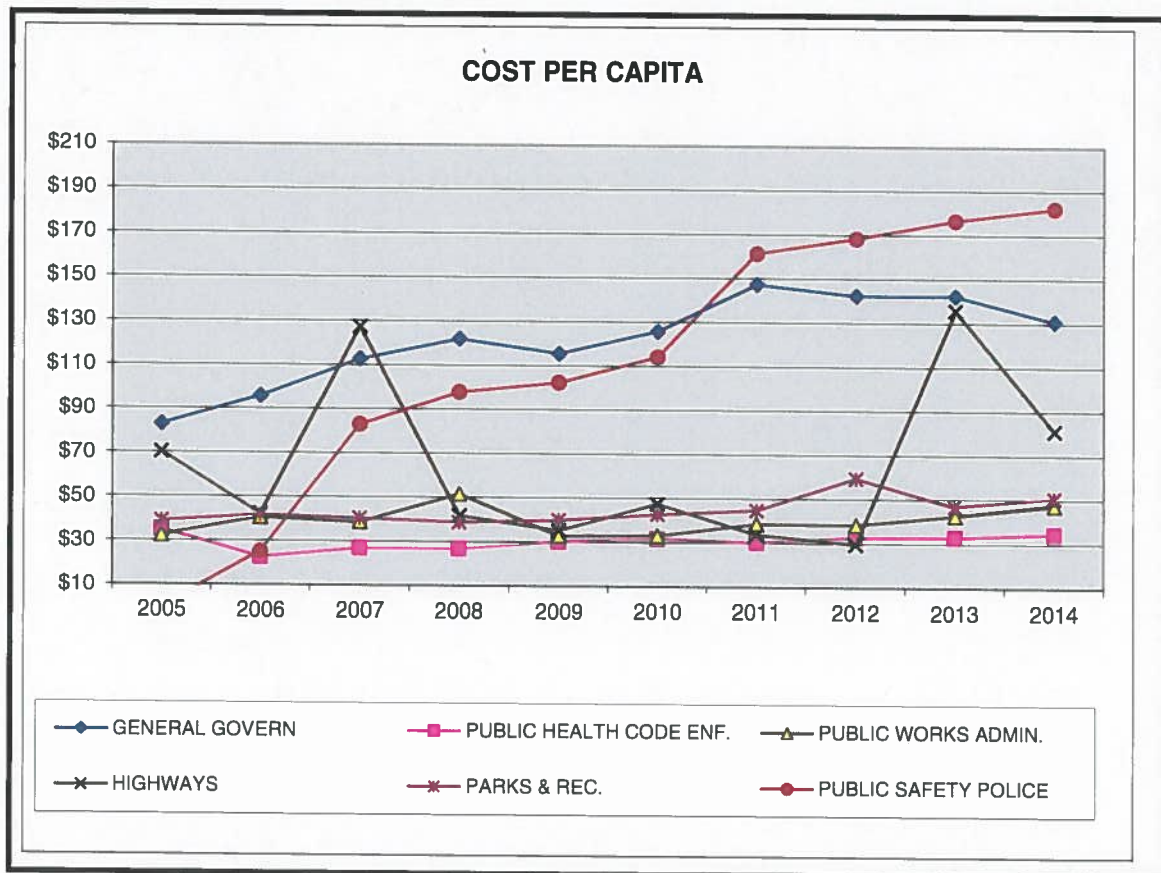
Number of single family homes were taken from the Comprehensive Annual Financial Report to compute cost for each respective year.



**CITY OF NEW CARROLLTON, MARYLAND
COST PER CAPITA
LAST TEN FISCAL YEARS**

FISCAL YEAR	GENERAL GOVERN	PUBLIC HEALTH CODE ENF.	PUBLIC SAFETY POLICE	GENERAL GOVERN TOTAL	PUBLIC WORKS ADMIN.	HIGHWAYS	SANITATION	PARKS & REC.	PUBLIC WORKS TOTAL	TOTAL COST PER CAPITA
2005	\$ 83	\$ 35	\$ -	\$ 118	\$ 32	\$ 70	\$ 74	\$ 39	\$ 215	\$ 333
2006	96	23	25	143	41	42	67	42	191	334
2007	113	27	83	222	39	127	70	40	276	499
2008	122	27	98	246	52	42	78	39	210	456
2009	115	30	102	248	33	35	68	40	175	423
2010	126	32	114	272	33	47	70	43	193	465
2011	147	30	161	339	39	34	102	45	219	558
2012	142	33	168	343	38	30	80	59	207	551
2013	142	33	177	352	43	136	85	47	310	662
2014	131	35	182	348	47	81	83	51	263	610

NOTES: Per capita numbers used in the calculation were taken from the Comprehensive Annual Financial Report to compute cost for each respective year.



FY 2016 BUDGET

**CITY OF NEW CARROLLTON, MARYLAND
EXPENDITURES BY CATEGORY**

CATEGORY	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED
<u>GENERAL GOVERNMENT</u>					
<u>Mayor & Council</u>					
Personnel	\$36,986	\$35,554	\$38,619	\$37,157	\$40,529
Operations	32,735	23,384	36,970	25,617	42,204
Capital	-	-	-	-	-
Sub-Total	69,721	58,938	75,589	62,773	82,732
<u>G.G.Administration</u>					
Personnel	522,004	693,487	572,530	465,203	525,877
Operations	461,669	534,691	562,710	510,398	565,111
Capital	87,198	65,140	147,000	158,886	57,000
Sub-Total	1,070,871	1,293,318	1,282,240	1,134,487	1,147,988
<u>Economic Development</u>					
Personnel	-	-	70,500	27,346	40,849
Operations	-	-	29,500	9,735	34,765
Capital	-	-	-	-	-
Sub-Total	-	-	100,000	37,081	75,614
<u>Finance & Accounting</u>					
Personnel	138,686	196,237	263,117	243,544	239,957
Operations	32,249	34,251	46,650	42,822	41,873
Capital	1,108	5,587	-	-	7,000
Sub-Total	172,043	236,075	309,767	286,366	288,830
<u>P.H.Code Enforcement</u>					
Personnel	340,257	359,611	447,143	400,243	428,289
Operations	47,407	43,893	96,450	58,519	63,106
Capital	11,636	16,291	32,500	35,808	12,000
Sub-Total	399,300	419,795	576,093	494,570	503,395
TOTAL GENERAL GOVERNMENT	1,711,935	2,008,126	2,343,689	2,015,277	2,098,559
<u>PUBLIC SAFETY</u>					
<u>Police Administration</u>					
Personnel	301,361	409,728	561,028	504,868	537,668
Operations	102,849	144,384	188,750	164,979	305,544
Capital	-	2,419	43,950	25,000	65,500
Sub-Total	404,210	556,531	793,728	694,847	908,712
<u>Police Special Operation</u>					
Personnel	335,527	164,401	77,807	76,156	74,860
Operations	67,324	15,198	20,700	14,867	7,440
Capital	158,711	24,146	-	-	20,000
Sub-Total	561,562	203,745	98,507	91,023	102,300

CATEGORY	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 BUDGETED	FY 2015 PROJECTED	FY 2016 PROPOSED
<u>Police Patrol Service</u>					
Personnel	\$869,845	\$1,037,334	\$1,216,969	\$1,166,422	\$1,359,630
Operations	113,935	144,587	172,459	130,085	37,785
Capital	-	66,333	110,000	130,000	160,000
Sub-Total	983,780	1,248,254	1,499,428	1,426,507	1,557,415
<u>Police Parking & Animal Control Enforcement</u>					
Personnel	174,249	176,052	221,006	180,883	196,083
Operations	19,701	24,234	34,000	21,094	3,000
Capital	-	2,199	-	2,500	3,500
Sub-Total	193,950	202,485	255,006	204,477	202,583
TOTAL PUBLIC SAFETY	2,143,502	2,211,015	2,646,669	2,416,854	2,771,010
<u>PUBLIC WORKS</u>					
<u>P.W. Administration</u>					
Personnel	378,758	413,976	471,136	439,382	653,356
Operations	139,049	160,276	183,200	160,205	405,938
Capital	-	2,090	85,500	44,896	43,500
Sub-Total	517,807	576,342	739,836	644,483	1,102,794
<u>P.W. Highways</u>					
Personnel	201,128	259,523	287,120	245,276	345,638
Operations	225,754	218,725	262,750	227,716	169,549
Capital	1,219,998	507,812	154,210	14,210	350,000
Sub-Total	1,646,880	986,060	704,080	487,202	865,187
<u>P.W. Sanitation</u>					
Personnel	549,568	557,931	675,095	574,011	614,899
Operations	454,999	452,988	493,000	484,515	407,333
Capital	24,710	-	95,790	-	180,000
Sub-Total	1,029,277	1,010,919	1,263,885	1,058,526	1,202,232
<u>P.W. Parks & Recreation</u>					
Personnel	459,895	425,891	501,453	409,529	435,479
Operations	103,097	96,638	139,250	117,871	59,395
Capital	4,230	92,718	166,317	153,994	122,500
Sub-Total	567,222	615,247	807,020	681,394	617,374
TOTAL PUBLIC WORKS	3,761,186	3,188,568	3,514,821	2,871,605	3,787,587
<u>Other Expenditures</u>					
TOTAL MISCELLANEOUS	420,195	382,245	955,078	333,716	578,921
TOTAL EXPENDITURES	\$8,036,818	\$7,789,953	\$9,460,257	\$7,637,452	\$9,236,077

**CURRENT REAL PROPERTY TAX RATES OF
MUNICIPALITIES IN PRINCE GEORGE'S COUNTY
(FOR THE TAXABLE YEAR BEGINNING JULY 1, 2014)
COST PER \$100 OF ASSESSED VALUE (ALPHA ORDER)**

Municipal property taxes in Prince George's County range from \$0.24 to \$1.037 per \$100 of assessed valuation. The City of New Carrollton's tax rate is 20th out of twenty-seven County municipalities. The average rate \$0.61

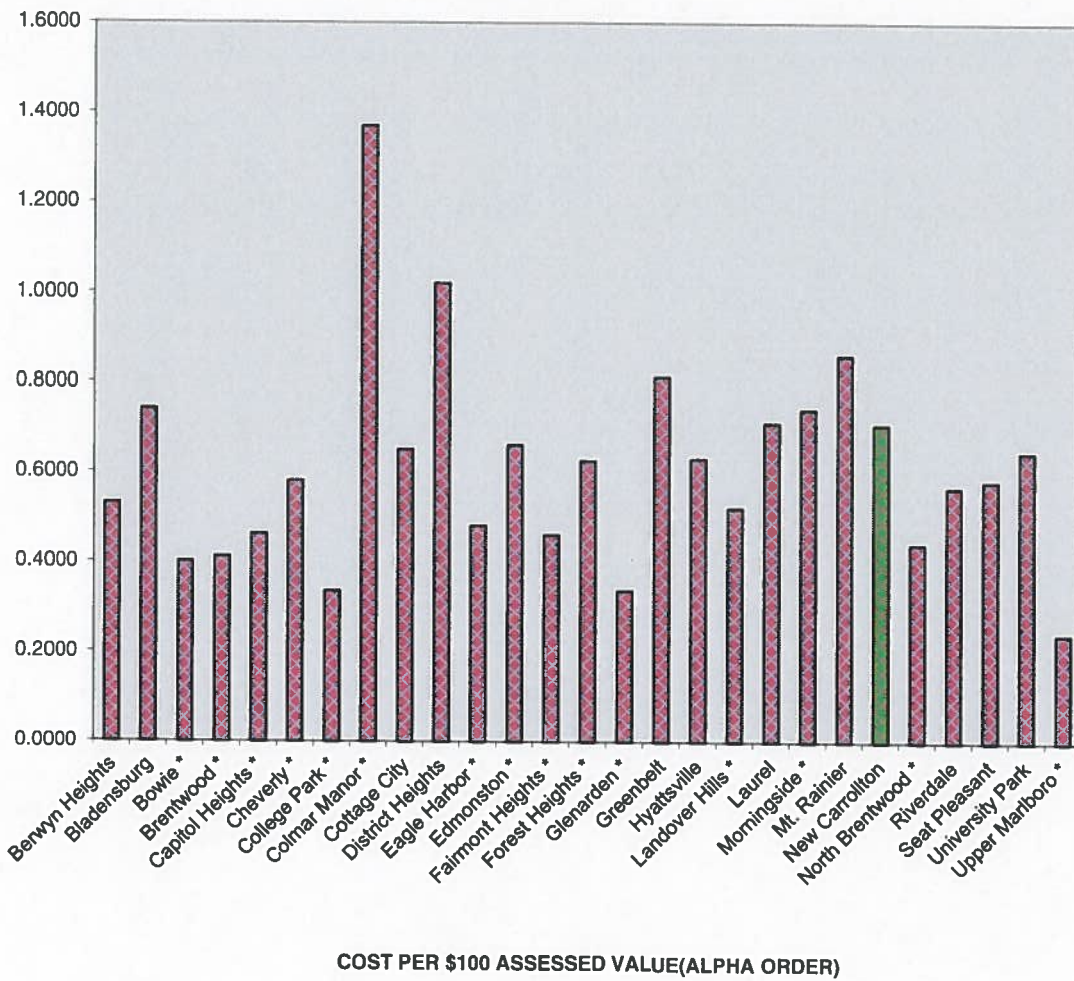
MUNICIPALITY	POPULATION	TAX RATE PER \$100	+OVER () UNDER THE AVG.
NEW CARROLLTON	12,135	0.7059	\$0.095
Berwyn Heights	3,123	0.5300	(\$0.176)
Bladensburg	9,148	0.7400	\$0.034
Bowie *	54,727	0.4000	(\$0.306)
Brentwood *	3,046	0.4107	(\$0.295)
Capitol Heights *	4,337	0.4619	(\$0.244)
Cheverly *	6,173	0.5800	(\$0.126)
College Park *	30,413	0.3350	(\$0.371)
Colmar Manor *	1,404	1.3700	\$0.664
Cottage City	1,305	0.6500	(\$0.056)
District Heights	5,837	1.0200	\$0.314
Eagle Harbor *	63	0.4800	(\$0.226)
Edmonston *	959	0.6600	(\$0.046)
Fairmont Heights *	1,494	0.4600	(\$0.246)
Forest Heights *	2,447	0.6248	(\$0.081)
Glenarden *	6,000	0.3360	(\$0.370)
Greenbelt	23,068	0.8125	\$0.107
Hyattsville	14,733	0.6300	(\$0.076)
Landover Hills *	1,687	0.5200	(\$0.186)
Laurel	25,115	0.7100	\$0.004
Morningside *	2,015	0.7400	\$0.034
Mt. Rainier	8,080	0.8600	\$0.154
New Carrollton	12,135	0.7059	(\$0.006)
North Brentwood *	517	0.4400	(\$0.266)
Riverdale	6,956	0.5660	(\$0.140)
Seat Pleasant	4,542	0.5800	(\$0.126)
University Park	2,548	0.6450	(\$0.061)
Upper Marlboro *	631	0.2400	(\$0.466)
Mean Tax Rate		0.6114	(\$0.095)
Median Tax Rate		0.5800	

NOTE: Population taken from U.S. Census, Year 2010.

Tax rates obtained from Prince George's County office of Finance.

* Tax rates equal to or lower than New Carrollton's

**FY 2014
MUNICIPAL TAX RATES**



APPENDIX H

**CURRENT REAL PROPERTY TAX RATES OF
MUNICIPALITIES IN PRINCE GEORGES COUNTY
(FOR THE TAXABLE YEAR ENDING JUNE 30, 2014)
COST PER \$100 OF ASSESSED VALUE (NUMERICAL ORDER)**

Municipal property taxes in Prince George's County range from \$0.24 to \$1.038 per \$100 of assessed valuation. The City of New Carrollton's tax rate is 20th out of twenty-seven County municipalities. The average rate \$0.557

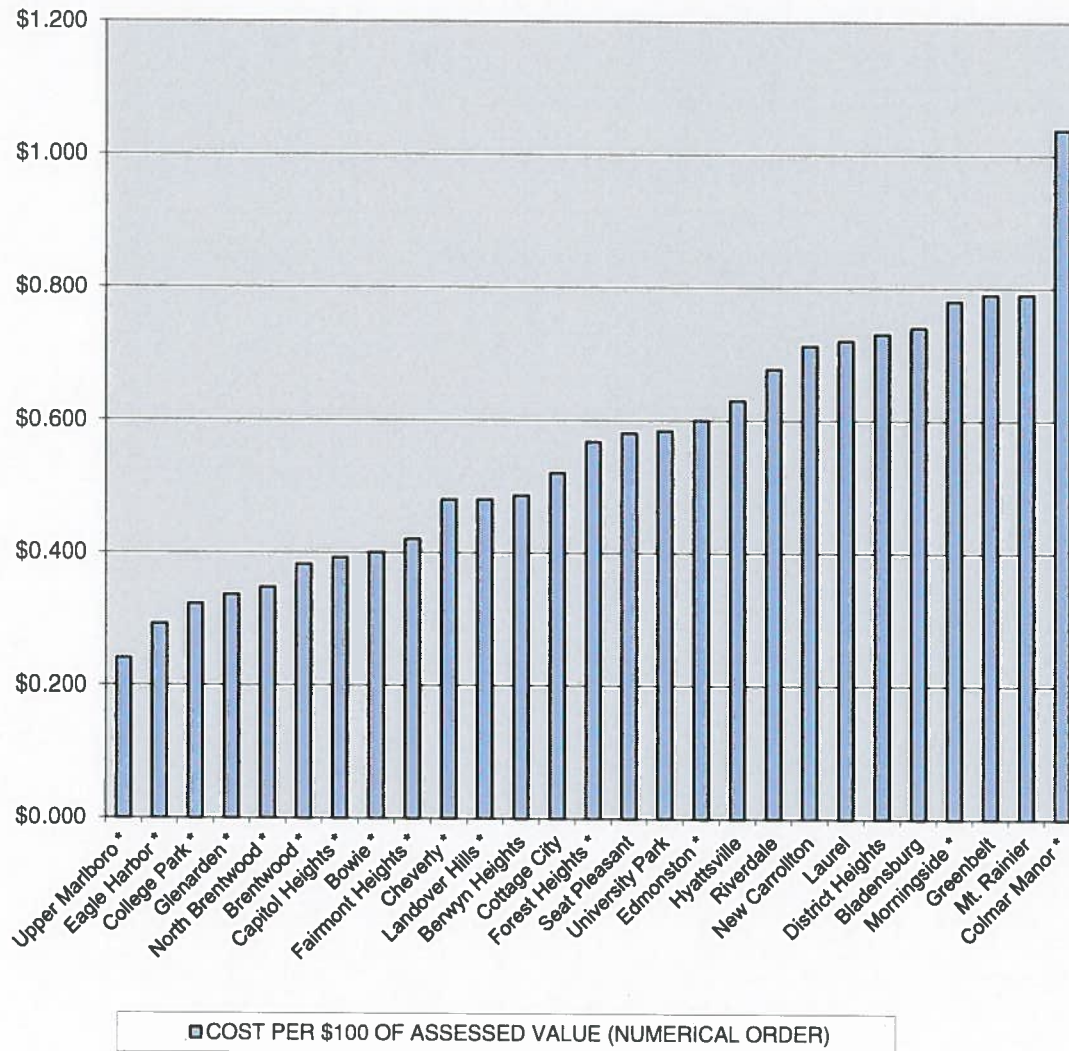
COST PER \$100 OF ASSESSED VALUE (NUMERICAL ORDER)			
MUNICIPALITY	POPULATION	PER \$100 TAX RATE	+OVER THE AVG. () UNDER
NEW CARROLLTON	12,135	0.7121	\$0.155
Upper Marlboro *	631	\$0.240	(\$0.472)
Eagle Harbor *	63	\$0.292	(\$0.420)
College Park *	30,413	\$0.322	(\$0.390)
Glenarden *	6,000	\$0.336	(\$0.376)
North Brentwood *	517	\$0.347	(\$0.365)
Brentwood *	3,046	\$0.382	(\$0.330)
Capitol Heights *	4,337	\$0.392	(\$0.320)
Bowie *	54,727	\$0.400	(\$0.312)
Fairmont Heights *	1,494	\$0.420	(\$0.292)
Cheverly *	6,173	\$0.480	(\$0.232)
Landover Hills *	1,687	\$0.480	(\$0.232)
Berwyn Heights	3,123	\$0.486	(\$0.226)
Cottage City	1,305	\$0.520	(\$0.192)
Forest Heights *	2,447	\$0.567	(\$0.145)
Seat Pleasant	4,542	\$0.580	(\$0.132)
University Park	2,548	\$0.584	(\$0.128)
Edmonston *	959	\$0.600	(\$0.112)
Hyattsville	14,733	\$0.630	(\$0.082)
Riverdale	6,956	\$0.677	(\$0.035)
New Carrollton	12,135	\$0.712	\$0.000
Laurel	25,115	\$0.720	\$0.008
District Heights	5,837	\$0.730	\$0.018
Bladensburg	9,148	\$0.740	\$0.028
Morningside *	2,015	\$0.780	\$0.068
Greenbelt	23,068	\$0.790	\$0.078
Mt. Rainier	8,080	\$0.790	\$0.078
Colmar Manor *	1,404	\$1.038	\$0.326
Mean Tax Rate		0.5569	(\$0.155)
Median Tax Rate		0.5670	

NOTE: Population taken from U.S. Census, 2010

Tax rates obtained from Prince George's County office of Finance.

* Tax rates equal to or lower than New Carrollton's

**FY 2014
MUNICIPAL TAX RATES**



APPENDIX H (PART-2)

CITY OF NEW CARROLLTON
PUBLIC SAFETY DEPARTMENT
SPECIAL TAXING DISTRICT - ENHANCED POLICE SERVICES

	FY 13 ACTUAL			FY 14 ACTUAL			FY 15 BUDGET			FY 16 PROPOSED BUDGET		
	APART	COMM	TOTAL	APART	COMM	TOTAL	APART	COMM	TOTAL	APART	COMM	TOTAL
Revenues												
Real Property - Public Safety	126,455	139,053	265,508	128,229	99,184	227,413	141,764	123,237	265,001	175,854	117,236	293,090
Personal Property - Public Safety		48,819	48,819		38,411	38,411		40,000	40,000		40,000	40,000
TOTAL REVENUES	126,455	187,872	314,327	128,229	137,595	265,824	141,764	163,237	305,001	175,854	157,236	333,090
Expenses												
Lieutenant (1/2 time of one)	18,900	12,600	31,500	19,278	12,852	32,130	19,278	12,852	32,130	19,856	13,238	33,094
Shift sergeants (1/3 time of four)	43,200	28,800	72,000	44,064	29,376	73,440	44,064	29,376	73,440	45,386	30,257	75,643
Police Officers (two full time)	54,000	36,000	90,000	55,080	36,720	91,800	55,080	36,720	91,800	56,732	37,822	94,554
Investigator (1/3 time of one)	11,000	7,333	18,333	11,220	7,480	18,700	11,220	7,480	18,700	11,557	7,704	19,261
Admin Assistant (one full time)	21,000	14,000	35,000	21,420	14,280	35,700	21,420	14,280	35,700	22,063	14,708	36,771
Office manager (1/2 time of one)	12,000	8,000	20,000	12,240	8,160	20,400	12,240	8,160	20,400	12,607	8,405	21,012
Parking Officer (one full time)	24,000	16,000	40,000	24,480	16,320	40,800	24,480	16,320	40,800	25,214	16,810	42,024
Property Officer (1/2 time of one)	19,000		19,000	19,380		19,380	19,380		19,380	19,961		19,961
TOTAL SALARIES	203,100	122,733	325,833	207,162	125,188	332,350	207,162	125,188	332,350	213,377	128,944	342,321
FICA	15,187	9,177	24,364	15,491	9,361	24,852	15,491	9,361	24,852	15,955	9,642	25,597
Health & Life Insurance	24,513	14,813	39,327	25,004	15,110	40,113	25,004	15,110	40,113	25,754	15,563	41,317
Workers' Compensation	18,961	11,458	30,419	19,340	11,687	31,028	19,340	11,687	31,028	19,921	12,038	31,958
Retirement/Pension	18,749	11,330	30,079	19,124	11,557	30,680	19,124	11,557	30,680	19,698	11,903	31,601
TOTAL PERSONNEL COSTS	280,510	169,512	450,023	286,120	172,903	459,023	286,120	172,903	459,023	294,704	178,080	472,794
Vehicle operations and maintenance	8,797	5,865	14,662	10,066	6,710	16,776	10,267	6,845	17,112	10,472	6,982	17,454
Vehicle gasoline use	10,763	7,175	17,938	14,120	9,414	23,534	14,403	9,602	24,004	14,891	9,794	24,685
Office supplies and printing	1,982	1,321	3,303	1,513	1,009	2,522	1,544	1,029	2,573	1,575	1,050	2,624
Field supplies	5,767	3,845	9,612	2,451	1,634	4,085	2,500	1,667	4,166	2,550	1,700	4,250
Small equipment	702	488	1,190	1,440	960	2,400	1,469	979	2,448	1,498	999	2,497
Small weapons	1,922	1,282	3,204	2,677	1,784	4,461	2,730	1,820	4,550	2,785	1,856	4,641
Employee training	1,666	1,110	2,776	3,756	2,504	6,260	3,831	2,554	6,386	3,908	2,605	6,513
Travel and meetings	406	271	677	74	49	124	76	50	126	77	51	129
Employee substance testing and physicals	1,071	714	1,784	2,149	1,433	3,581	2,192	1,461	3,653	2,236	1,490	3,726
Uniforms	1,386	924	2,309	6,187	4,125	10,312	6,311	4,207	10,518	6,437	4,291	10,728
Telephones	730	486	1,216	900	600	1,500	918	612	1,530	936	624	1,561
Cell phones	5,410	3,607	9,017	5,490	3,660	9,150	5,600	3,733	9,333	5,712	3,808	9,520
Miscellaneous	418	277	693	1,228	819	2,047	1,253	835	2,088	1,278	852	2,130
TOTAL OPERATIONS	41,017	27,344	68,361	52,051	34,701	86,752	53,092	35,395	88,487	54,154	36,103	90,257
Vehicles												
Vehicle Equipment										31,677	28,323	60,000
Computers										8,236	7,364	15,600
Radios							1,162	1,338	2,500	4,435	3,965	8,400
Phasers										2,534	2,266	4,800
Body Cameras							744	856	1,600	6,335	5,665	12,000
TOTAL CAPITAL	-	-	-	-	-	-	1,906	2,194	4,100	56,702	50,698	107,400
TOTAL EXPENSES	321,527	196,857	518,384	338,172	207,603	545,775	341,119	210,492	551,610	405,560	264,891	670,451
Net Revenue / (Net Cost to City)	(195,072)	(8,985)	(204,057)	(209,942)	(70,009)	(279,951)	(199,355)	(47,255)	(246,610)	(228,706)	(107,655)	(337,361)

**CITY OF NEW CARROLLTON
CAPITAL OUTLAY
FY 2016 BUDGET**

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		FY 2016 PROPOSED
				FY 2015 BUDGETED	FY 2015 PROJECTED	
GENERAL GOVERNMENT						
<u>G.G. Administration</u>						
01-1510-57020	City Hall Entrance Sign		\$3,033			
01-1510-57100	Vehicle-Car			\$24,000	\$23,113	\$0
01-1510-58050	Furniture & Fixtures	\$3,285	17,711			2,000
01-1510-58100	Computers	5,350			6,000	5,000
01-1510-58220	Generator & Trailer	23,290	3,200			
01-1510-58250	Cable TV Equipment Grant	55,273	30,496	97,000	3,424	50,000
01-1510-58300	New Telephone System		10,700			
01-1510-58320	Municipal Center Alarm			26,000	26,349	
01-1510-58340	Municipal Center Building Assessment				100,000	
Sub -Total		87,198	65,140	147,000	158,886	57,000
<u>Finance & Accounting</u>						
01-2010-58050	Furniture & Fixtures					\$3,000
01-2010-58100	Computers	\$1,108	\$2,492			4,000
01-2010-58110	Software		3,095			
Sub -Total		1,108	5,587	0	0	7,000
<u>Code Enforcement</u>						
01-2510-57100	Vehicle		\$16,291			
01-2510-58100	Computers			\$2,500	\$5,808	\$12,000
01-2510-58110	Code Enforcement Software \$	11,636		30,000	30,000	
Sub -Total		\$11,636	\$16,291	\$32,500	\$35,808	\$12,000
TOTAL GENERAL GOVERNMENT		\$99,942	\$87,018	\$179,500	\$194,694	\$76,000
<u>PUBLIC SAFETY</u>						
<u>Police Administration</u>						
01-3010-57100	Vehicles					\$25,000
01-3010-58100	Computers		\$790	\$25,000	\$25,000	4,500
01-3010-58120	Body Camera		1,629	5,000		6,000
01-3010-58130	Live Scan Finger Print System			13,950		
01-3010-58140	Highway Message Trailer					30,000
Sub -Total		\$0	\$2,419	\$43,950	\$25,000	\$65,500
<u>Police Speed Camera</u>						
01-3030-57010	Building Security System	\$25,071	\$12,146			
01-3030-57100	Vehicles	112,028				
01-3030-57360	Vehicle Equipment	19,753				
01-3030-57370	Motorola Vehicle Radios	1,859				
01-3030-57380	Defibrillators		12,000			
01-3030-57390	Phasers					\$20,000
Sub -Total		\$158,711	\$24,146	\$0	\$0	\$20,000

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		FY 2016 PROPOSED
				FY 2015 BUDGETED	FY 2015 PROJECTED	
<u>Police Patrol</u>						
01-3040-57100	Vehicles - Car		\$24,024	\$90,000	\$90,000	\$75,000
01-3040-57360	Vehicle Equipment			6,000	15,000	26,000
01-3040-58100	Computers		23,182		6,000	6,000
01-3040-58110	Police Body Cameras & Scanners		8,029		5,000	5,000
01-3040-58150	Police Radars & Radios		11,098	14,000	14,000	8,000
01-3040-58180	License Plate Reader					40,000
Sub -Total		\$0	\$66,333	\$110,000	\$130,000	\$160,000
<u>PARKING & ANIMAL CONTROL ENFORCEMENT</u>						
01-3050-58100	Computers		\$2,199		\$2,500	\$3,500
Sub -Total		\$0	\$2,199	\$0	\$2,500	\$3,500
TOTAL PUBLIC SAFETY		\$158,711	\$95,097	\$153,950	\$157,500	\$249,000
<u>PUBLIC WORKS</u>						
<u>Public Works Administration</u>						
01-3510-57010	Building Security System			\$27,000	\$7,233	
01-3510-57100	Vehicles			40,000	37,663	
01-3510-57410	Water Heater					\$10,000
01-3510-57420	Shop Heater					3,000
01-3510-57430	Air Compressor					3,000
01-3510-58000	Furniture					15,000
01-3510-58100	Computers		\$2,090	3,500		12,500
01-3510-58300	Telephone System			15,000		
Sub -Total		\$0	\$2,090	\$85,500	\$44,896	\$43,500
<u>Highways</u>						
01-3610-57100	Dump Truck	\$95,000	\$34,292	\$14,210	\$14,210	
01-3610-57120	Vehicle-Street Sweeper	28,070				
01-3610-57150	Vehicle-Pickup Truck	24,710				
01-3610-57160	Chipper	51,655				
01-3610-57300	Leaf Boxes	24,861				
01-3610-57400	Snow Plows	950				
01-3610-57450	Salt Spreaders		15,641			
01-3610-58150	Radios	21,476	4,853			
01-3610-58500	Street Repairs	973,276	453,026	140,000		\$250,000
01-3610-58520	Sidewalk Repairs					100,000
01-3610-58530	Bridge Repairs					
Sub -Total		\$1,219,998	\$507,812	\$154,210	\$14,210	\$350,000
<u>Sanitation</u>						
01-3710-57140	Packer			\$95,790		\$180,000
01-3710-57150	Vehicle-Pickup Truck	\$24,710				
Sub -Total		\$24,710	\$0	\$95,790	\$0	\$180,000

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	(thru Amend 2)		FY 2016 PROPOSED
				FY 2015 BUDGETED	FY 2015 PROJECTED	
<u>PARKS & RECREATION</u>						
01-3810-57100	Vehicles					
01-3810-57380	Mowers	\$4,230		\$10,000	\$10,000	\$12,500
01-3810-57440	Leaf Vacuum					30,000
01-3810-58370	Beckett Field Irrigation & Lights		\$92,718	53,000	41,082	
01-3810-58375	Bicentennial Retaining Wall			80,000	80,000	80,000
01-3810-58395	Community Dog Park			23,317	22,912	
Sub -Total		\$4,230	\$92,718	\$166,317	\$153,994	\$122,500
TOTAL PUBLIC WORKS		\$1,248,938	\$602,620	\$501,817	\$213,100	\$696,000
TOTAL CAPTIAL OUTLAY		\$1,507,591	\$784,735	\$835,267	\$565,294	\$1,021,000

ORDINANCE:
TO ADOPT
THE BUDGET

To make this document legal and binding, it must be voted on and approved by the City Council in ordinance form. The ordinance by which this is accomplished is contained herein.



ORDINANCE NO.16-01
Operating and Capital Budget for the
City of New Carrollton, Maryland
for fiscal year 2016

Effective: July 01, 2015

AN ORDINANCE OF THE CITY COUNCIL OF NEW CARROLLTON ADOPTING AN ANNUAL OPERATING AND CAPITAL BUDGET FOR THE CITY OF NEW CARROLLTON FOR THE FISCAL YEAR BEGINNING JULY 1, 2015 AND ENDING JUNE 30, 2016; ESTABLISHING THE TAX RATE TO BE LEVIED UPON THE TAXABLE PROPERTY WITHIN THE CITY; AUTHORIZING THE COLLECTION OF SUCH TAXES; SPECIFYING A RATE OF INTEREST TO BE CHARGED UPON OVERDUE PERSONAL PROPERTY TAXES, LIENS AND UNPAID FEES; ADOPTING ANNUAL BUDGETS FOR THE SPECIAL PUBLIC SAFETY TAXING DISTRICTS; ESTABLISHING THE ANNUAL TAX RATE TO BE LEVIED UPON THE SPECIAL PUBLIC SAFETY TAXING DISTRICTS; AND ALL THINGS GENERALLY RELATING TO THE ADOPTION OF AN ANNUAL BUDGET FOR THE CITY.

RECITALS:

WHEREAS, City Charter, §C-14 "Budget and finance" provides, in pertinent part, that the City shall operate on an annual budget, and that the Mayor shall submit an operating and a capital budget that provides a complete financial plan for the budget year and contains estimates of anticipated revenues and proposed expenditures for the coming year, with the total anticipated revenues equaling or exceeding the total of the proposed expenditures; and

WHEREAS, City Code, §105-5, "Special Public Safety Taxing Districts Generally; Districts Created; Applicability," requires that the City Council adopt annual budgets and establish the annual tax rate for the Commercial and/or Industrial Properties Special Public Safety Taxing District and the Multifamily Rental Properties Special Public Safety Taxing District, as those Special Public Safety Taxing Districts are defined in City Code, §105-5.B; and

WHEREAS, City Charter, §C-14.C "Budget adoption" states that before adopting the budget, the Council shall hold a public hearing thereon after publishing notice of said public hearing in at least one (1) publication of general circulation within the City; and

WHEREAS, as is required by City Code, §6-1 "Presentation of budget; public record," the Mayor submitted to the Council a budget for Fiscal Year 2016 on or before April 1, 2015; and

WHEREAS, the budget submitted by the Mayor meets the requirements of City Code, §6-1 "Presentation of budget; public record," subsection B "Format and content," which among other things, requires that the budget include a comparison between proposed items of both income and expenses, with estimates of those same items for the current fiscal year, and with actual figures for said items of income and expense for at least one (1) year prior to the current fiscal year; and

WHEREAS, as is required by City Code, §6-2 "Public hearing on budget; notice," before adopting the budget, the Council conducted at least one (1) public hearing thereon, after publishing notice of the public hearing in at least one (1) newspaper having general circulation within the City at least five (5) days prior to the date of the hearing; and

WHEREAS, the City Council of New Carrollton agrees upon the budget reflected herein for FY2016; and

WHEREAS, the City Council agrees upon the annual Special Public Safety Taxing District annual budget attached hereto for FY2016 for the Special Public Safety Taxing Districts set forth in City Code, §105-5.B, which includes the costs of financing the capital and operating costs to enhance police, fire protection and rescue services for the Special Public Safety Taxing Districts, including the costs of operating and maintaining Special Public Safety Taxing District facilities, the cost of administrative, professional or support services provided by the City, and any other item of cost which may reasonably be attributed to the Special Public Safety Taxing Districts, all of which costs the City Council has determined specially benefit each such Special Public Safety Taxing District and confer value to that Special Public Safety Taxing District from enhanced police, fire protection, and rescue services.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the City Council of New Carrollton, Maryland, with at least a majority of the total Council concurring that the following ordinance shall be enacted and entitled as "Current Expense Budget for the City of New Carrollton, Maryland for fiscal year 2016."

Section 1. Definitions. For the purposes of this ordinance, the following terms shall apply:

- a. Line Item Account- the classification of an expenditure according to a description of the article to be purchased or the service to be obtained.
- b. Program Classification Account - The distribution of the expenditure for each line item account to one or more of the following functional categories:

- | | |
|---|--|
| (1) Mayor and Council | (8) Public Safety Police Patrol |
| (2) General Government Administration | (9) Public Safety Parking & Animal Control |
| (3) Economic Development | (10) Public Works Administration |
| (4) Financial Administration | (11) Public Works Highways |
| (5) Public Health Code Enforcement | (12) Public Works Sanitation |
| (6) Public Safety Police Administration | (13) Public Works Parks & Recreation |
| (7) Public Safety Police Speed Cameras | (14) Other Expenditures |

Section 2. That from and out of the monies and balances known to be in the General Fund of the City of New Carrollton, Maryland, and from all monies anticipated to come into said fund during the twelve month period ending June 30, 2016, there shall be and hereby are appropriated to the several line item accounts the sums listed as proposed expenditures on pages 21-147 of the F.Y.2016 budget document, entitled "F.Y. 2016 Budget – Expenditures by Object and Program Classification."

Section 3. In no case shall actual expenditures exceed the amount appropriated to a line item account. In the event that a line item account is projected to exceed the budgeted amount, the City Council shall pass an ordinance to amend the budget; allocating an amount sufficient to cover the rest of the fiscal years expenses, with an increase in revenues equal to the increase in expenditures. Said ordinance shall pass with at least two-thirds (2/3) of the Council voting in favor of the ordinance to amend the budget.

Section 4. Estimated property and non-property tax revenues, and reserves, and the revenue requirement from all taxes provided for herein for the twelve month period ending June 30, 2016, shall be and hereby are established as set forth on pages 9-20 of the F.Y. 2016 budget document, which shall be attached to and specifically made a part of this ordinance.

Section 5. A tax of \$0.6652 per \$100.00 of full value assessments shall be levied upon all taxable real properties within the City, to provide a portion of the balance of the revenues required during Fiscal Year 2016 to meet the total amount of appropriated expenditures as established by Section 2 of this Ordinance.

Section 6. A Tax of \$1.00 per \$100.00 of full value assessments shall be levied upon all franchises, upon all taxable operating and personal property of public utilities and railroads within the City, and upon all tangible personal property within the corporate limits of the City or personal property which may have a situs in the City by reason of the residence of the owner therein and which is subject to taxation for municipal purposes which shall include shares of domestic corporations, stocks in business of manufacturing or commercial business, inventory, manufacturing property and automobile inventory. The assessed valuation for the tangible personal property, including inventory, referenced herein, shall be as determined by the Maryland State Department of Assessments & Taxation in its normal course of assessments. Taxes levied herein shall provide a portion of the balance of the revenues required during Fiscal Year 2016 to meet the total amount of appropriated expenditures as established by Section 2 of this ordinance.

Section 7. A Special Public Safety ad-valorem tax of \$.15 per \$100.00 of assessed value of real property and \$.15 per \$100.00 of assessed value of tangible personal property shall be levied upon the properties located within the Commercial and/or Industrial Properties Special Public Safety Taxing District and the Multifamily Rental Properties Special Public Safety Taxing District, as those Districts are defined in City Code, §105-5.B, for the special benefit to each such Special Public Safety Taxing District from enhanced police, fire protection, and rescue services.

Section 8. Chapter 105-5(C) Budget and appropriation, requires that the City Council "adopt annual budgets for the [special taxing] districts which shall include the costs of financing the capital and operating costs to enhance police, fire protection, and rescue services; and shall include paying the principal and interest on obligations incurred for the district as they become due, the costs of operating and maintaining district facilities, the cost of administrative, professional or support services provided by the City, and any other item of cost which may reasonably be attributed to the district." Said Special Taxing District Budget is included as a definitive section of the FY 2016 Operating and Capital budget document and adopted concurrently as part of this ordinance and the City's budget.

Section 9. A Schedule of Fees set by the City Council, for which the City sets service fees and other charges, shall be adopted by resolution of the Council in concurrence with this budget ordinance.

Section 10. Any Transfer of funds between appropriations or other changes to the budget shall be done by amendment to the ordinance in public session of the City Council of the City of New Carrollton and shall require a super majority vote of the full Council for passage.

Section 11. All excess of revenues over expenses discovered from the result of the annual audit of the FY 2015 financial statements, will be used to increase the City's Undesignated Fund Balance, or will be designated for use by the City Council.

Section 12. The Mayor/Administration shall consult with the City Council regarding applications for County, State, and Federal grants, applied for during Fiscal Year 2016, and the Mayor shall review all grant programs, specified herein, with the City Council.

Section 13. When determined by the Mayor that funds appropriated by the City Council cannot be expended during the fiscal year ending June 30, 2016, because of unusual conditions or circumstances, the Mayor shall notify the City Council of the reasons giving rise to this determination. After this disclosure to the City Council, the Council at its discretion may issue policy guidance, which shall be binding on the Mayor.

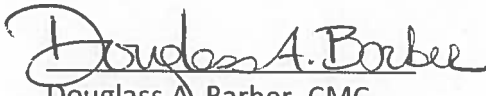
Section 14. If any section or part of a section of this ordinance is determined to be invalid, such invalidity shall not affect the remainder of said section or the remainder of this ordinance.

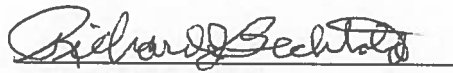
INTRODUCED BY THE CITY COUNCIL OF NEW CARROLLTON, MARYLAND ON THE 20TH DAY OF MAY, 2015.

ADOPTED AND ENACTED BY THE CITY COUNCIL OF NEW CARROLLTON, MARYLAND ON THE 3RD DAY OF JUNE, 2015.

Attest:

City of New Carrollton



Douglass A. Barber, CMC
City Clerk

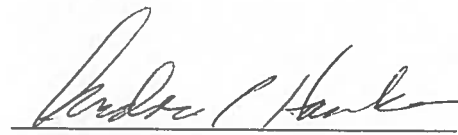

Richard J. Bechtold
Chair - City Council

Date: 3 June 2015

Approved for legal sufficiency:

Approved:


Karen Ruff, Esq.
of Brennan, McKenna,
Manzi, Shay, Chtd.


Andrew C. Hanko
Mayor

Date: 3 June 2015